



# City of West Allis

## Meeting Agenda

### Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

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Wednesday, April 26, 2023

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### REGULAR MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. APPROVAL OF MINUTES

1. [23-0216](#) March 22, 2023

**Attachments:** [March 22, 2023 \(draft minutes\)](#)

#### D. NEW AND PREVIOUS MATTERS

- 2A. [23-0258](#) Site, Landscaping, and Architectural Design Review for CHR Hansen, an existing light industrial use, at 9015 W. Maple St. (Tax Key No. 451-1535-000).

**Attachments:** [\(SLA\) CHR Hansen freezer P2 - 9015 W Maple St](#)

- 2B. [23-0259](#) Vacation and discontinue of a part of W. Maple St. west of S. 89th St.

**Attachments:** [\(VAC\) - Maple St](#)

3. [23-0260](#) Site, Landscaping, and Architectural Design Review for the West Allis West Milwaukee School District, an existing office, at 9333 W. Lincoln Ave. (Tax Key No. 486-0012-001)

**Attachments:** [\(SLA\) WAWM School District Office - 9333 W Lincoln Ave](#)

4. [23-0261](#) Site, Landscaping, and Architectural Design Review for West Allis Dental Office, a proposed Medical Clinic, at 8001 W. National Ave. (Tax Key No. 452-0703-001)

**Attachments:** [\(SLA\) West Allis Dental Office - 8001 W National Ave](#)

5. [23-0262](#) Site, Landscaping, and Architectural Design Review for Culvers, an existing restaurant with drive-thru service, at 1672 S. 108th St. (Tax Key No. 449-9981-011).

**Attachments:** [\(SLA\) Culver's - 1672 S 108 St.](#)

6. [23-0263](#) Certified Survey Map to combine the existing lots at 404 S. 116th St. and 4\*\* S. 116th St. into one lot of record (Tax Key Nos. 414-9992-015 & 414-9992-016).  
**Attachments:** [\(CSM\) BCT](#)
7. [23-0264](#) Creative signage plan for McCoco's, an existing restaurant at 7420 W. Greenfield Ave. (Tax Key No. 440-0413-000).  
**Attachments:** [\(SIGN\) McCoco's - 7420 W Greenfield Ave](#)
8. [23-0265](#) Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52\*\* W. Burnham St. (Tax Key No. 474-0002-001)  
**Attachments:** [\(SLA\) Burnham Business Center II - 52\\*\\* W Burnham St](#)
9. [23-0266](#) Extension of time for Site, Landscaping and Architectural Plans for Higgins Tower, an existing Light Industrial use, located at 6620 W. Mitchell St., submitted Katie Hampel, of Amundsen Davis LLC on behalf of Higgins Tower Service, Inc. (Tax Key No. 454-0254-002).  
**Attachments:** [\(SLA\) Extension of time Higgins Tower - 6620 W Mitchell St](#)
10. [23-0267](#) Ordinance to Amend Chapter 19 of the West Allis Revised Municipal Code.  
**Attachments:** [\(ORD\) Zoning Code Edits](#)
11. [23-0268](#) Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code and the 2040 Comprehensive Plan Future Land Use Map for properties along W. Burnham St.  
**Attachments:** [\(ORD\) Burnham St - Rezonings](#)
12. [23-0269](#) Comprehensive Plan Engagement update.
13. [23-0270](#) Report on 2023 attendance at the National Planning Conference.
14. [23-0271](#) Project tracking updates.

## E. ADJOURNMENT



All meetings of the Plan Commission are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

**NOTICE OF POSSIBLE QUORUM**

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

**NON-DISCRIMINATION STATEMENT**

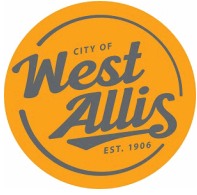
The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

**AMERICANS WITH DISABILITIES ACT NOTICE**

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

**LIMITED ENGLISH PROFICIENCY STATEMENT**

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.



# City of West Allis Meeting Minutes Plan Commission

7525 W. Greenfield Ave.  
West Allis, WI 53214

Wednesday, March 22, 2023

6:00 PM

City Hall, Common Council Chambers  
7525 W. Greenfield Ave.

## REGULAR MEETING (draft minutes)

### A. CALL TO ORDER

### B. ROLL CALL

- Present** 6 - Wayne Clark, Brian Frank, Eric Torkelson, Jessica Katzenmeyer, Kathleen Dagenhardt, and David Raschka
- Excused** 3 - Dan Devine, Brandon Reinke (PC Alternate), and Rossi Manka

### Others Attending

Ald. Roadt  
Tony Burgarino, Jim Hoerig, Katie Hampel

### Staff

Steve Schaer, AICP, Manager of Planning and Zoning  
Zac Roder, Lead Planner  
Jack Kovnesky, Planner

### C. APPROVAL OF MINUTES

1. [23-0160](#) February 22, 2023

**Attachments:** [February 22, 2023 \(draft minutes\)](#)

**Katzenmeyer moved to approve this matter, Frank seconded, motion carried.**

### D. NEW AND PREVIOUS MATTERS

- 2A. [23-0184](#) Conditional Use Permit for Dunkin', a proposed Restaurant with accessory drive-through service, at 7801 W. Greenfield Ave.

**Frank moved to approve the Consent Agenda, items #2A - 2B, Torkelson seconded, motion carried.**

- 2B. [23-0185](#) Site, Landscaping, and Architectural Design Review for Dunkin', a proposed Restaurant with accessory drive-through service, at 7801 W. Greenfield Ave. (Tax Key No. 452-0566-000)

**Attachments:** [\(CUP-SLA\) Dunkin - 7801 W Greenfield Ave](#)

**Zac Roder presented.**

**Recommendation:** Approve the Site, Landscaping, and Architectural Design Review for Dunkin', a proposed Restaurant with accessory drive-through service, at 7801 W. Greenfield Ave. (Tax Key No. 452-0566-000) subject to the following conditions:

*(Item 1-5 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits*

should be advised accordingly.)

1. Common Council approval of the Conditional Use Permit (scheduled for April 18, 2023).
2. Submit revised site, landscaping, and architectural plans to the Planning & Zoning office to show the following: a) replace EIFS with higher quality building material; b) replace proposed pole sign on site plan with conforming freestanding sign base; c) removal of 2 parking spaces to comply with Sec. 19.44(2); d) addition of outdoor bike rack to comply with Sec. 19.44(3); e) landscaping planting plan approved by City Forestry.
3. Documentation and approval showing compliance with the City of West Allis Stormwater Management Ordinance, to be submitted to the Code Enforcement Department by a registered Civil Engineer. A stormwater permit must be obtained from the City Building Inspector. Contact Mike Romens, Building Inspector, at 414-302-8413.
4. Planned work or modifications within City right-of-way shall be coordinated with City Engineering. Driveway permits being applied for and obtained through City Engineering for any modifications. Contact Greg Bartelme (414) 302-8367.
5. Common Council approval of a Certified Survey Map to combine both parcels into one lot.

Frank moved to approve the Consent Agenda, items #2A - 2B, Torkelson seconded, motion carried.

### Passed The Block Vote

Frank moved to approve the Consent Agenda, items #2A - 2B, Torkelson seconded, motion carried.

3. [23-0186](#) Site, Landscaping, and Architectural Design Review for Archie's Flat Top, a proposed Restaurant (limited), at 6922 W. Becher St. (Tax Key No. 476-0086-000)

**Attachments:** [\(SLA\) Archies Flat Top -6922 W Becher St.](#)

Jack Kovnesky presented.

**Recommendation:** Approve the Site, Landscaping, and Architectural Plans for Archie's Flat Top a proposed Restaurant(limited) use, to be located at 6922 W. Becher St. (Tax Key No. 476-0086-000) subject to the following conditions:

(Item 1 is required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

- ~~1. Revised site plan being submitted to the Planning and Zoning Office to indicate a refuse enclosure on the site.~~
2. Signage and lighting plans being submitted to the Planning Office for review. A sign permit is required for signage alterations.

Torkelson moved to approve this matter as amended, Frank seconded, motion carried.

4. [23-0187](#) Site, Landscaping, and Architectural Amendment for Office 6500, a proposed office and 1-Unit Dwelling, at 6500 W. Greenfield Ave. (Tax Key No. 439-0148-000)

**Attachments:** [\(SLA\) Office 6500 - 6500 W Greenfield Ave.](#)

*Jack Kovnesky presented.*

**Recommendation:** *Approve the Site, Landscaping, and Architectural Amendment for Office 6500, a proposed office and 1-unit dwelling at 6500 W. Greenfield Ave. (Tax Key No. 476-0086-000) subject to the following conditions:*

*(Items 1 and 3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)*

1. *Revised floor plan being submitted to the Planning and Zoning Office to indicate the square footage of the office area including the hallway.*
2. *Revised architectural plan being submitted to the Planning and Zoning Office to indicate removal of the signage and kitchen hood on the existing building, and maintenance repairs to the garage and refuse area to be noted on plans.*
3. *A signage and lighting plan being submitted to and approved by the Planning office. Removal of old signage and signage permits are required for any new signage alterations.*

**Torkelson moved to approve this matter, Frank seconded, motion carried.**

5. [23-0188](#) Site, Landscaping, and Architectural Amendment for New Image Auto Body, an existing Light Motor Vehicle Service use, at 8830 W. National Ave. (Tax Key No. 478-0273-001)

**Attachments:** [\(SLA\) New Image Auto Body - 8830 W National Ave.](#)

**Zac Roder presented.**

**Recommendation:** *Approve the Site, Landscaping, and Architectural Amendment for New Image Auto Body, an existing Light Motor Vehicle Service use, at 8830 W. National Ave. (Tax Key No. 478-0273-001) subject to the following conditions:*

*(Item 1 is required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)*

1. *Submit updated plans to the Planning & Zoning office to show a) refuse enclosure.*
2. *Signage and lighting plans being submitted (if alterations are planned).*

**Torkelson moved to approve this matter, Frank seconded, motion carried.**

6. [23-0189](#) Site, Landscaping, and Architectural Design Review for LA Pub & Grill, a proposed Tavern, at 5832 W. Lincoln Ave. (Tax Key No. 474-0402-000)

**Attachments:** [\(SLA\) LA Pub & Grill - 5832 W Lincoln Ave.](#)

Steve Schaer presented.

**Recommendation:** Approve the Site, Landscaping, and Architectural Amendment for Office 6500, a proposed office and 1-unit dwelling at 6500 W. Greenfield Ave. (Tax Key No. 476-0086-000) LA Pub & Grill, a proposed Tavern, at 5832 W. Lincoln Ave. (Tax Key No. 474-0402-000), subject to the following conditions:

(Items 1-3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised architectural plan to be submitted to the Planning and Zoning Office to show the following: (a) detail exterior materials being used on the plan elevations; an alternative material to replace the proposed cedar board siding area above windows (consider LP, hardi-board panels, nichiha products or tile); (b) façade additional layering and relief/off-set to avoid a flat plain look; (c) carry brick up the SW and SE corners of the building (d) show any HVAC wall or roof top units; (e) provide a plan to show any upgrades to the existing garage. At minimum a basic scope of work (if new overhead doors, paint...);
2. Exterior lighting plans. Show exterior lighting details of the proposed location and fixture type on the plans.
3. Revised site and landscaping plan to be submitted to the Planning and Zoning Office to show the following: (a) specify site improvements like chain link fence removal areas, new fence areas, fence style and height, refuse area and screening details; (b) Provide a basic table chair layout of the outdoor area (number of seats) and any screening considerations.

Raschka moved to approve this matter as amended, Katzenmeyer seconded, motion carried.

7. [23-0190](#)

Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52\*\* W. Burnham St. (Tax Key No. 474-0002-001)

**Attachments:** [\(SLA\) Burnham Business Center II - 52\\*\\* W Burnham St.](#)

Steve Schaer presented.

**Recommendation:** Hold the Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52\*\* W. Burnham St. (Tax Key No. 474-0002-001)

1. The applicant has failed to supply a complete set of plans. Staff recommends the Plan Commission set a deadline for a complete set to be submitted with the understanding that the plans will be rejected if this deadline is not met. The applicant would be able to reapply whenever they have updated plans that reflect changes from the original submission.

Torkelson moved to hold this matter per staff recommendation, Dagenhardt seconded, motion carried.

8. [23-0103](#) Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3.

**Attachments:** [\(ORD\) Higgins Rezoning - 6604-20 W Mitchell St. \(2-22-23\)](#)  
[\(ORD\) Higgins Rezoning - 6604-20 W Mitchell St. \(3-22-23\)](#)

*Steve Schaer presented*

**Recommendation:** *Common Council approval of the Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code, relative to rezoning 6604-20 W. Mitchell St. from I-1 to C-3 (Tax Key No. 454-0254-002), subject to the following conditions.*

1. *6604-20 W. Mitchell St. (Tax Key No. 454-0254-002) is rezoned from I-1 to C-3.*
2. *6604-20 W. Mitchell St. (Tax Key No. 454-0254-002) is conditionally rezoned C-3 to I-1 under the following conditions: a) the only use of the property remains a tower service and b) the tower service is not discontinued for a period of 12 months.*
3. *In the event any of the above conditions are not met, then the property shall automatically revert back to C-3 zoning.*
4. *In the event the conditional zoning is amended, all nonconforming use rights for the property under Section 62.23(7)(h), Wisconsin Statutes, shall apply.*

**Raschka moved to approve this matter as amended, Katzenmeyer seconded, motion carried.**

9. [23-0191](#) Vacation of part of the alley North of the 7400 Block of W. Greenfield Ave.

**Attachments:** [\(VAC\) 7400 Alley N of Greenfield Ave.](#)

**Katzenmeyer moved to approve this matter, Frank seconded, motion carried.**

10. [23-0192](#) Ordinance to Amend Section 19 of the West Allis Revised Municipal Code.

**Attachments:** [\(ORD\) Zoning Code Edits](#)

*Jack Kovnesky presented.*

**Dagenhardt moved to approve this matter, Frank seconded, motion carried.**

11. [23-0193](#) OpenGov Tutorial for Plan Commissioners.

*Zac Roder presented.*

**This matter was Discussed.**

13. [23-0195](#) Comprehensive Plan Engagement update.

*Zac Roder presented.*

**This matter was Discussed.**

14. [23-0194](#) Project tracking updates.



*Zac Roder presented.*

**This matter was Discussed.**

**E. ADJOURNMENT**

*There being no other business, a motion was made by Frank, seconded by Torkelson to adjourn at 7:25 p.m.*



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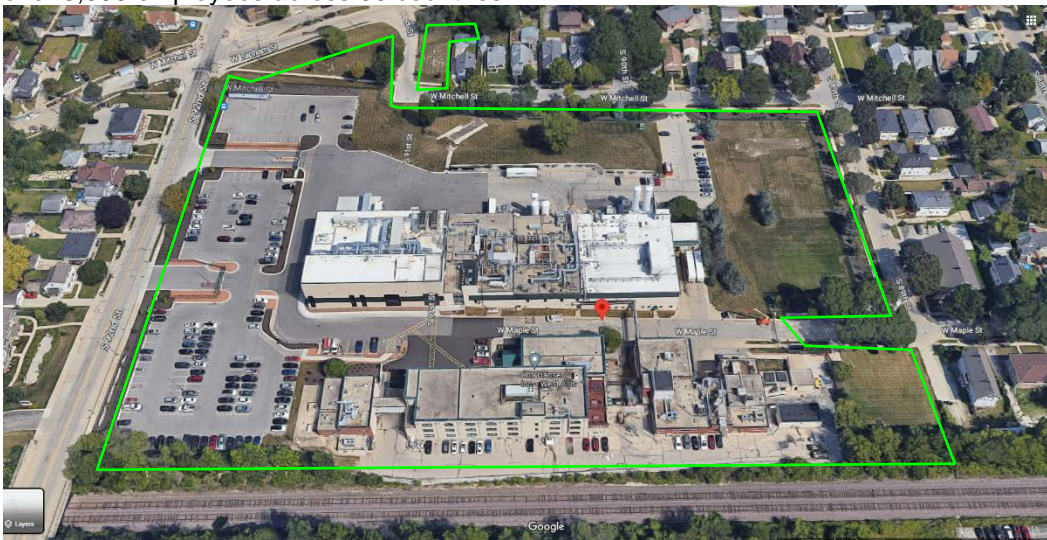
**STAFF REPORT  
WEST ALLIS PLAN COMMISSION  
Wednesday, April 26, 2023  
6:30 PM**

**Room 128 – City Hall – 7525 W. Greenfield Ave.**

**2A. Site, Landscaping, and Architectural Design Review for CHR Hansen, an existing light industrial use, at 9015 W. Maple St. (Tax Key No. 451-1535-000).**

**Overview and Zoning**

Chr. Hansen, Inc., a Wisconsin corporation (“Chr. Hansen”) is a global bioscience company that focuses on delivering natural innovative solutions that address global challenges by advancing food, health and productivity. Chr. Hansen develops and produces cultures, enzymes and probiotics for a variety of foods, confectionery, beverages, dietary supplements, animal feed and plant protection. Chr. Hansen was founded in 1874 and has over 3,000 employees across 30 countries.



Chr. Hansen, Inc. previously completed an expansion of its headquarters in West Allis in 2021. Chr. Hansen is now bringing its plans for further phase two expansion of its headquarters to the City of West Allis Plan Commission for site, landscaping and architectural review. The plans include construction of a new 2-story, 40,250-sf/floor (81,000-sf total) expansion. Within this total area the new building addition will contain a 27,000 sq. ft. -55°C freezer for product storage, plus space for future labs. The expansion will increase Chr. Hansen’s frozen storage capacity to support production growth at the West Allis site.

Existing buildings area: 146,700 sf  
Existing building with addition: 227,700-sf

**Project and Operational info:**

- Construction is anticipated to begin in June of 2023 with substantial completion in August of 2024.
- Employment - The existing facility employs approximately 280 people.
- Hours of operation – The facility operates 3 shifts daily. Hours of operation will remain unchanged.

- As part of a street vacation process, the existing gate and fence on Maple St. will be realigned/relocated to the corner closer to S. 89th St. All truck traffic will continue to be contained within Chr. Hansen’s site.
- Trucking to the site will not increase. The business currently receives about 7-10 trucks per day. All trucking, employee and visitor access comes in and out on S. 92 St. and will continue in this manner.
- A sound barrier was previously constructed on the north side of Chr. Hansen building surrounding Liquid Nitrogen tanks will remain. This barrier was installed to reduce noise impacts on the neighborhood while unloading Liquid Nitrogen into the existing storage tanks. The new building addition will also serve as an additional barrier. Liquid Nitrogen deliveries are between 7AM and 7PM.
- This expansion will further strengthen Chr. Hansen’s position as an industry leader in the Americas. The trajectory of the current business and future growth plans leave the company well positioned to invest in further expansions to the West Allis site. The estimated cost of development is about \$40 million.

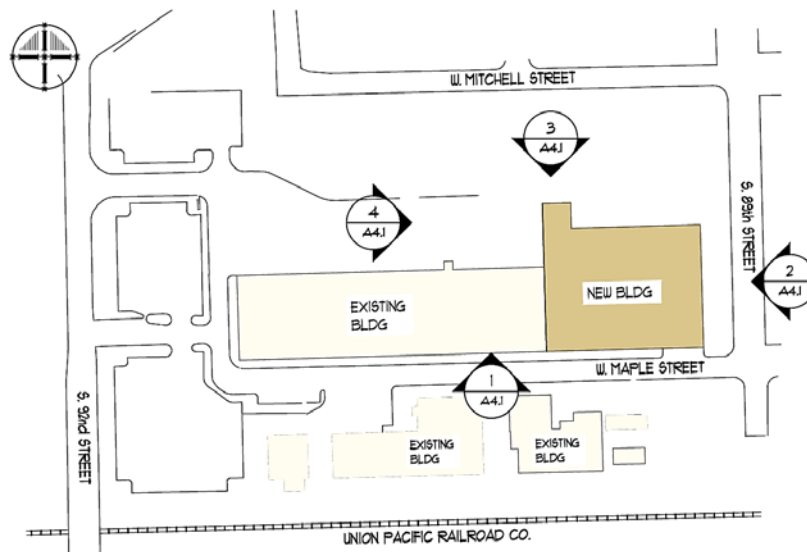
Zoning I-1, light industrial with a partial PUD overlay

The Chr Hansen bio-science operation is considered light industrial and permitted as a limited use.

A Planned Unit Development overlay district covers part of the property and staff will be discussing with the applicant if that PUD will be expanded to the balance of the overall site or rescinded as the property may be developed under conventional zoning. The PUD was created twenty years ago in 2003 in anticipation of several planned changes including the demolition of the R&D building, demo of the Knight of Columbus, additional land acquisition/consolidations, building additions and development of accessory off-street parking lots. In the staff’s opinion the PUD as written, and as currently mapped, is obsolete. The remnant PDD issue will not impede Chr Hansen’s proposal, but staff will seek an opportunity to either expand it to the overall site, or rescind it.

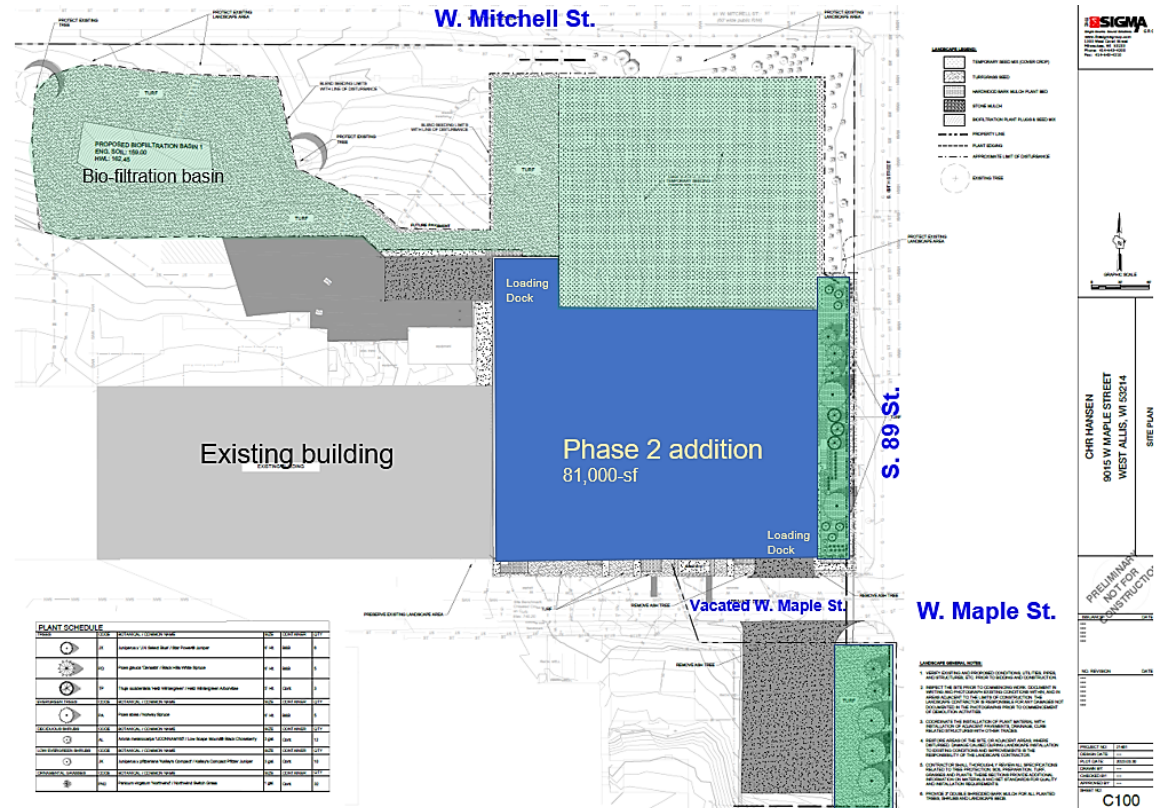
Plan Commission’s role will include Site, Landscaping and Architectural design review consideration of the proposed second phase of development for an 81,000-sf building addition on the east side of the campus.

**Site, Landscaping and Architectural Plans**



The plans submitted show the new 80,000-sf new building addition located on the east side of the freezer/production building. Existing landscaping along the east side of the building will be removed but replaced because of new construction. The existing ornamental fence will remain.

The northwest elevation of the new addition will include a new loading dock, and the south side of the building will feature a new recessed docks area. A new concrete pad on the south side of W. Maple St. to allow back in turning movements. Three existing street trees will be removed (the trees are within the same area to be vacated).





*View from S. 89<sup>th</sup> St and W. Mitchell St. (above)*

*View from S. 89<sup>th</sup> St. and W. Maple St. (below)*

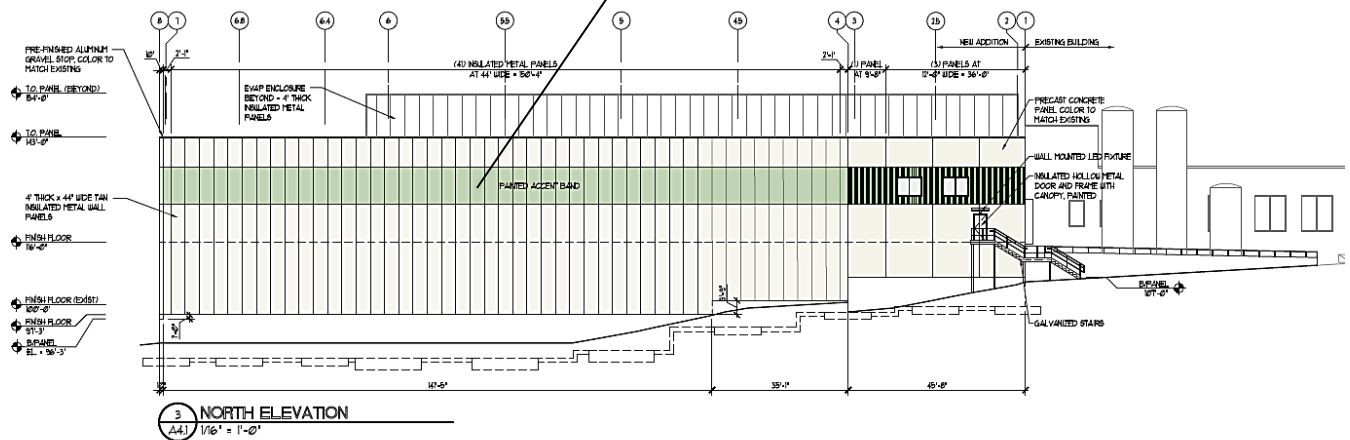


Architectural Plans

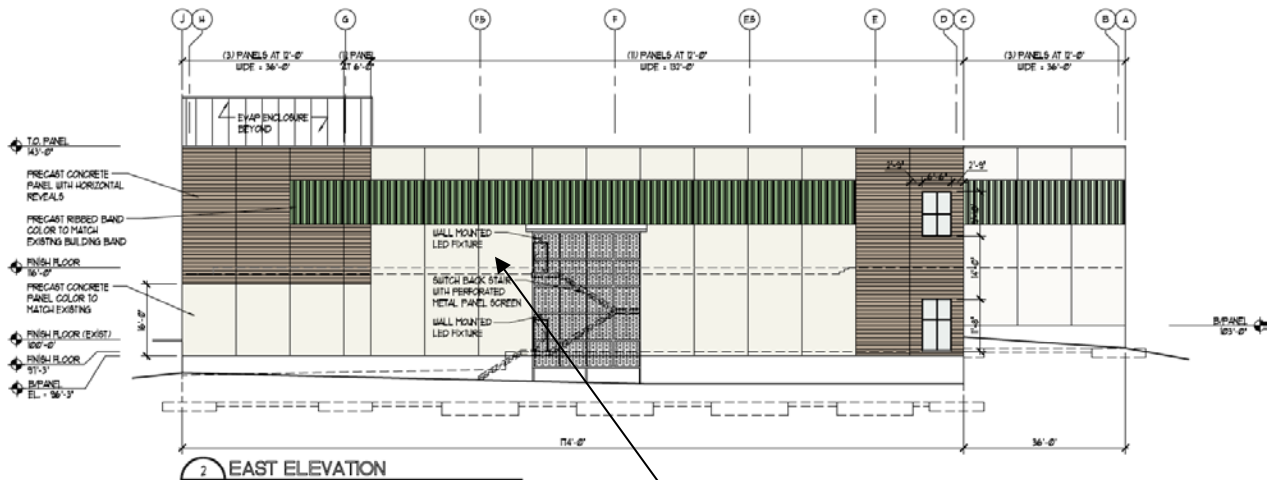
Exterior materials for the new addition will predominantly include precast concrete panels in a light brown color to match the existing building. There are also other complementary materials including brown pre-cast concrete panels with horizontal reveals and a precast ribbed green band. Window openings are introduced on the northeast end of the building and along the south elevation. Two covered exterior switchback staircases are shown on the east and the south sides of the new building addition. Both exterior staircases will feature a perforated metal screen wall for some transparency, but with the primary purpose of offering shelter and softening the look of an exterior staircase.



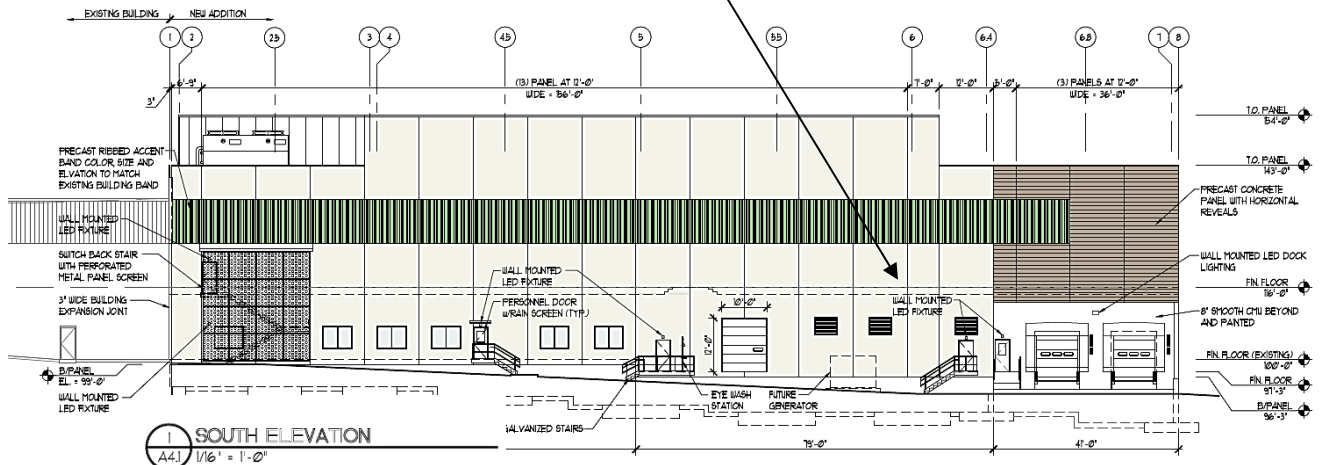
NORTHEAST CORNER



The north elevation/wall is the location of a future phase three building addition and therefore Chr Hansen is proposing a metal wall.



**SOUTHEAST CORNER**



Given topography of the area, and the architectural design to enclose evaporators within the building, the new building addition ranges in height from 36-ft to 58-ft above grade. The south side of the building being the tallest part.



ADDITION LOOKING EAST

① SOUTH ELEVATION  
A41 1/8" = 1'-0"



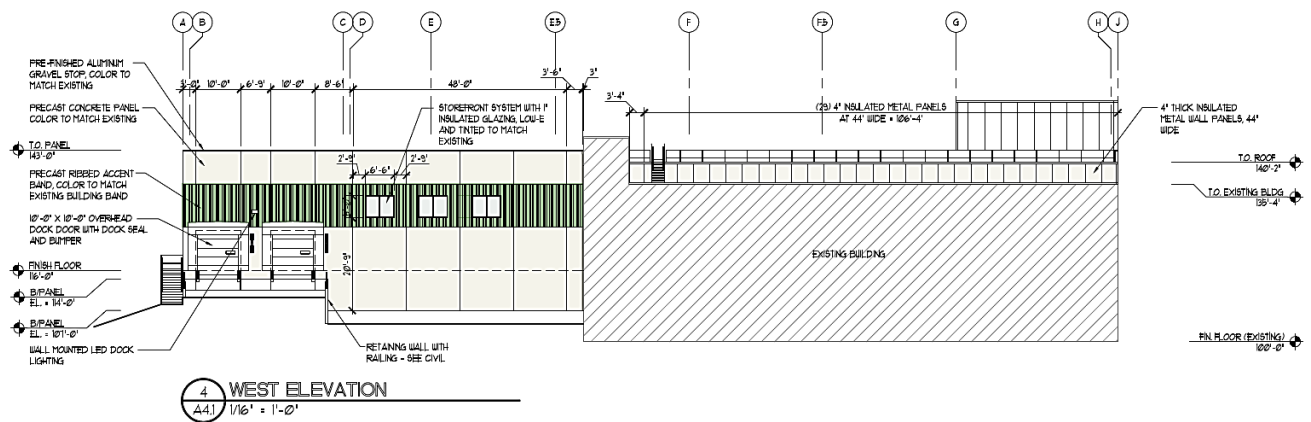
NORTHWEST TRUCK DOCK



Roof top units will be adequately screened on the new building. On the southwest side of the addition is a condensing unit. It will only be visible from the south side as the existing building will be blocking it on the west side and upper section of the new building will be blocking it on the north and east side.

The other units on the roof are going to be (2) HVAC units, (3) dehumidification units, and some misc. exhaust fans. The precast panels and IMP will be sticking 42" above the roof line on the north, east, and south elevation and should help screen a majority of this equipment.

A truck dock is proposed on a small west-facing side of the new addition. The new building addition will take the place of a section of sound wall. The existing sound wall on the north side of the area will remain. A 3-ft portion of the soundwall base will be covered as part of the grading for the bio-retention basin.



Landscaping

The existing landscaping east of the new building will be removed as part of the construction but will be replaced as part of the project. Staff is seeking City Forestry review on the landscaping plan at this time and has included a recommendation to this end.

Of note, Chr. Hansen has done a nice job ensuring their property is well maintained and landscaped over the years and different phases of development.

Storm water Management

A storm water management plan has been submitted for review. A new bio-filtration basin is proposed on the north yard area. There is also an existing underground retention system that was added previously on the northwest side of the site under the newer parking areas. Storm water plans are reviewed by AECOM for compliance with MMSD (Milwaukee Metro Sewerage District) regulations.

The development project consists of the construction of an approximate 40,250-sf expansion building. The building expansion will be supplemented with site infrastructure including drives, sidewalk, retaining walls, utilities, and storm water detention systems to meet the storm water requirements for the project. The project will disturb approximately 2.98 acres of land. Under the developed conditions, storm water from the development area will be conveyed by proposed storm sewer to proposed storm water biofiltration basins. The proposed biofiltration basin was also sized with foresight that another expansion building will be built to the north of the proposed expansion in the future. Both expansions will be routed to biofiltration basin. The stormwater system is designed to meet the

designed run off release determined by the effective disturbed area. It is also designed for total suspended solids (TSS) removal of these flows prior to being discharged.

Off-street Parking

A new parking lot was developed leading up to the last phase of expansion and is located near 92nd Street. Existing parking = 299 stalls (9 ADA). Employee, visitor and all trucking trips will continue to use S. 92 St. to access the CHR Hansen site.

**Recommendation:** Approval of the Site, Landscaping, and Architectural Design Review for CHR Hansen, an existing light industrial use, at 9015 W. Maple St. (Tax Key No. 451-1535-000), subject to the following conditions:

(Items 1 through 4 are required to be satisfied prior to any work being done that is associated with the proposal reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, and Architectural Plans being submitted to the Department of Development to show the following: (a) landscaping plan revisions per City Forestry recommendation. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8466.
2. An estimated cost of landscaping and screening being submitted to the Department of Development for approval. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8460.
3. A surety bond or other form of security as required under Sec. 19.13(14) of the Revised Municipal Code in the amount of 125% of the estimated cost of landscaping and screening shall be executed by the applicant prior to the issuing of a building permit. Contact Steven Schaer, Manager of Planning and Zoning at 414-302-8466.
4. Documentation and approval showing compliance with the City of West Allis Storm water Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. A storm water permit must be obtained from the City. Contact Mike Romans, Plumbing Inspector at 414-302-8413.

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

5. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.

# PLAN COMMISSION CHECKLIST

1.

**Goal:**  
Context

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Neighbor	i. Street wall	<input type="checkbox"/>	
	ii. Scale	<input type="checkbox"/>	
	iii. Historic neighbors	<input type="checkbox"/>	
	iv. Connectivity	<input type="checkbox"/>	
b. Site	i. Orientation	<input type="checkbox"/>	
	ii. Unique features	<input type="checkbox"/>	
	iii. Historic elements	<input type="checkbox"/>	
	iv. Additions	<input type="checkbox"/>	

2.

**Goal:**  
Public Realm

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Active Ground Floor	i. Tall and clear ground floor	<input type="checkbox"/>	
	ii. Street edge	<input type="checkbox"/>	
	iii. Active uses	<input type="checkbox"/>	
	iv. No blank walls	<input type="checkbox"/>	
b. Build for People	i. Engaging spaces	<input type="checkbox"/>	
	ii. Accessible spaces	<input type="checkbox"/>	
	iii. Built-out site	<input type="checkbox"/>	
	iv. Pedestrian connections	<input type="checkbox"/>	
c. Mitigate Impacts	i. Vehicle parking	<input type="checkbox"/>	
	ii. Utilities and services	<input type="checkbox"/>	
	iii. Lighting	<input type="checkbox"/>	
	iv. Fencing	<input type="checkbox"/>	

3.

**Goal:**  
Quality

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Building	i. Quality materials	<input type="checkbox"/>	
	ii. Ground floor	<input type="checkbox"/>	
	iii. Exterior features	<input type="checkbox"/>	
	iv. Quality design	<input type="checkbox"/>	
b. Environment	i. Natural features	<input type="checkbox"/>	
	ii. Manage stormwater	<input type="checkbox"/>	
	iii. Reduce impervious surface	<input type="checkbox"/>	
	iv. Embody sustainability	<input type="checkbox"/>	



**STAFF REPORT**  
**WEST ALLIS PLAN COMMISSION**  
**Wednesday, April 26, 2023**  
**6:30 PM**

Watch: <https://www.youtube.com/user/westalliscitychannel>

**2B. Vacation of part of the alley North of the 7400 Block of W. Greenfield Ave.**

Chr Hansen has requested consideration to vacate a portion public Right of Way (RoW) being part of the W. Maple St. west of S. 89 St. shown and legally described and identified as a map exhibit of the City of West Allis Engineering Department file no. Y-1204.

A resolution (R-2023-0217) introducing said request was presented to the Common Council of the City of West Allis on March 21, 2023.

Chr Hansen owns/abuts the property on all three sides of the portion of Maple St. to be vacated. State Statutes require publishing a class 3 notice and personal service on abutting landowners at least 30 days before a public hearing or, if they can't be personally served, the notice needs to be mailed to them at least 30 days ahead of time.

PUBLISHED: April 7, 14, and 21, 2023

Any abutting owner can object to discontinuance by filing a written objection; it would then take a 2/3 vote by the council to override that objection. Should the Council decide to vacate this portion of public right-of-way, the abutting property owners would receive an abutting portion of land, and that land would be taxable.



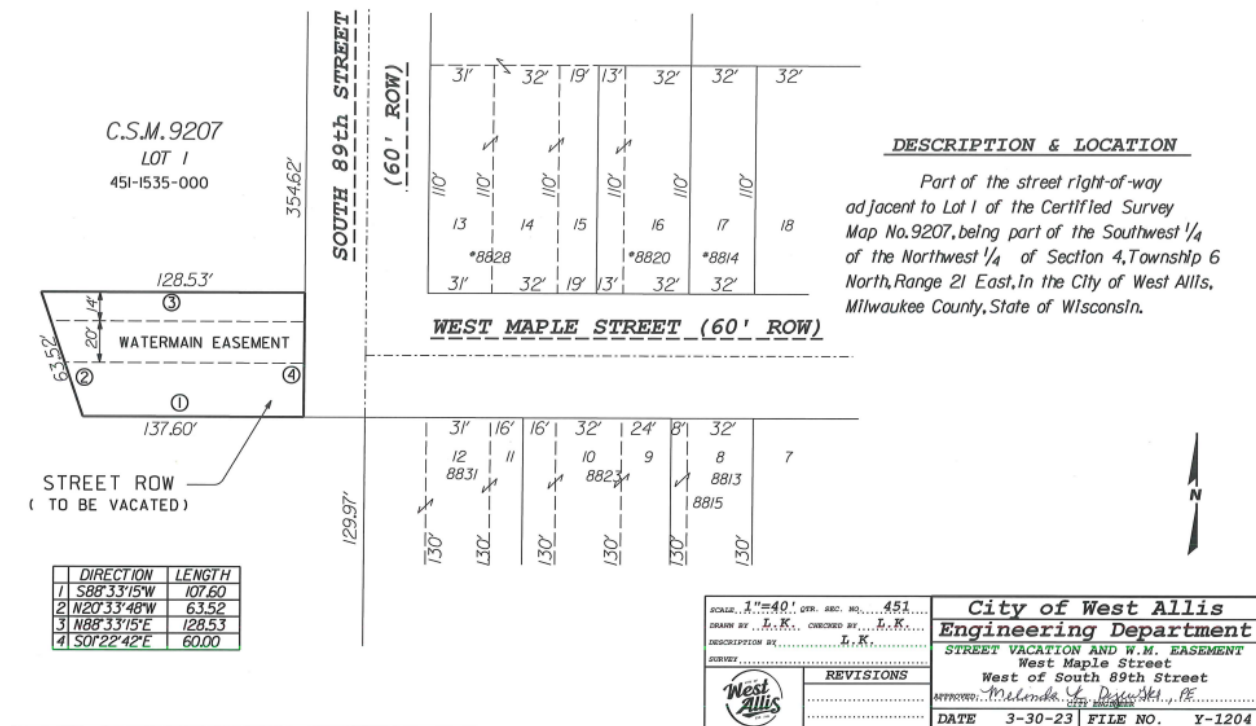
Purpose: Chr. Hansen, Inc. previously completed an expansion of its headquarters in West Allis in 2021.

Chr. Hansen is planning a Phase 2 expansion (east of their existing freezer) for a building along Maple Street to the eastern property line along 89th Street. Chr. Hansen currently owns the property on both north, south and west sides of Maple Street in the area of the street vacation request. With the vacation of Maple St. the existing ornamental fence will be relocated along the frontage of S. 89th Street.



- All trucking to the site will continue to enter and exit from S. 92 St.

If Common Council decides to vacate the W. Maple St. right of way on May 2, the city will record/ maintain necessary easements to underground infrastructure as part of the process. The lands if vacated will become taxable property.



**Recommendation:** Common Council approval of the Vacation and discontinuance of a part of W. Maple St. west of S. 89<sup>th</sup> St. subject to necessary easement agreements being prepared and recorded.



**STAFF REPORT  
WEST ALLIS PLAN COMMISSION  
Wednesday, April 26, 2023  
6:30 PM**

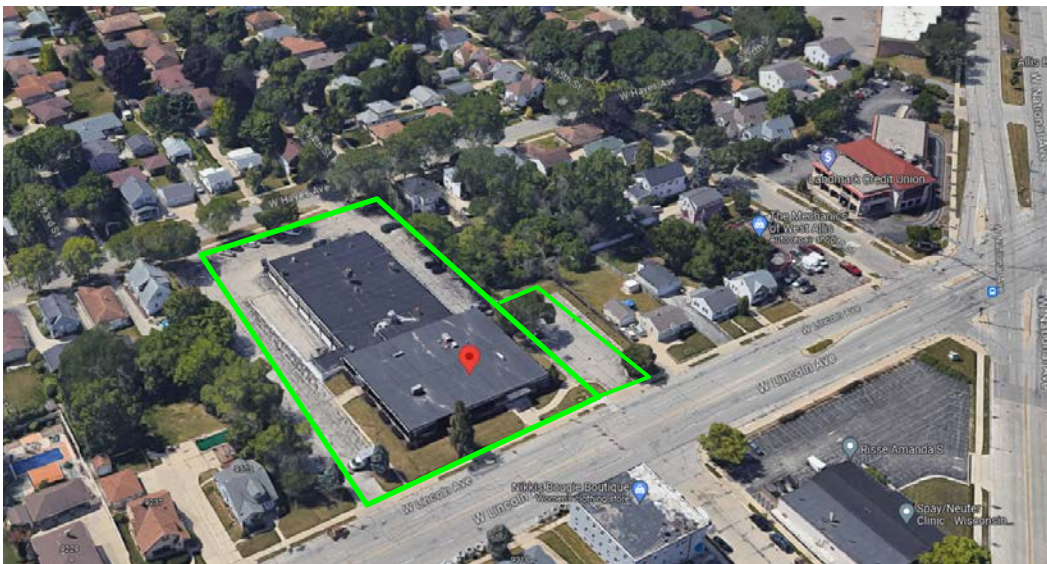
**Room 128 – City Hall – 7525 W. Greenfield Ave.**

- 3. Site, Landscaping, and Architectural Design Review for the West Allis West Milwaukee School District, an existing office, at 9333 W. Lincoln Ave. (Tax Key No. 486-0012-001)**

**Overview and Zoning**

The project includes renovating the building for WAWM School District offices. As part of the effort a 3,000-sf office addition will be added above the lower level on the roof structure of the building. The addition will serve as additional office space, a classroom, conference room and work room. The district also runs their workforce wellness center out of this location and that function will remain. The rest of the building, aside from the workforce wellness space, will be renovated for school administration purposes. The district is planning to relocate from 1205 S. 70 St. to their former location on W. Lincoln Ave.

The zoning of this 1.9-acre property is C-2, neighborhood commercial district which permits office uses. There is a separate ¼-acre lot, used for off-street parking, to the west of the office building that is zoned RC, multi-unit dwelling. As part of the staff's recommendation a combination of the two properties via CSM is recommended as well as a rezoning to C-2 for consistency.



A project description follows as submitted by Bray Architects on behalf of the School District.

Plan Commission's role will include Site, Landscaping and Architectural design review consideration of the proposed plans to renovate the existing building for school district offices.



# project description

BRAY PROJECT NUMBER | 3620

<b>Project Name</b>	West Allis – West Milwaukee District Office
<b>Project Location</b>	9333 West Lincoln Avenue, West Allis, WI 53227
<b>Submittal Date</b>	March 30, 2023
<b>Submittal</b>	City of West Allis Design Review
<b>Owner</b>	West Allis – West Milwaukee School District
<b>Architect</b>	Bray Architects

## Project Description:

This project is an addition and renovation to the West Allis–West Milwaukee (WAWM) District Office building located at 9333 West Lincoln Avenue. Currently, a small section of the first floor houses a wellness clinic, while the lower level of this building houses several WAWM district departments including: the print shop, the technology department, and the maintenance shop. The scope of work includes a complete renovation of the first floor, excluding the wellness center, and a small one-story addition to the first floor on the south side of the building. These building improvements will provide a District enrollment center, individual offices, and support spaces for the WAWM District staff. The project scope also includes replacing the existing first floor exterior walls, adding a fire sprinkler to the entire building, milling, resurfacing, and restriping the parking lot, and relocating the southeast access drive off West Hayes Avenue to align with the existing loading dock located on the east side of the building. Replacing the exterior windows and repainting the exterior masonry walls on the lower level are currently proposed as a bid alternate to define potential additional scope.

## Wellness Clinic:

Hours of operation

Monday: 8am – 4pm, Tuesday: 6:30am – 5pm, Wednesday: 10am – 5pm, Thursday: 6:30am – 5pm,  
Friday: 8am – 12pm.

There are typically three staff members at the clinic and three to five visitors at the clinic, at the same time, throughout the day.

## District Office:

Hours of operation

Monday – Friday: 8am – 5pm

There are approximately 18-20 staff currently working in the 9333 West Lincoln building. After the renovation and addition are completed, there will be approximately 45 additional District staff (63-65 total) working in this building.

## Enrollment Center:

Hours of operation

Monday – Friday: 7:30am – 5pm

**Property:**

The West Allis – West Milwaukee District Office property at 9333 West Lincoln Avenue is comprised of two different parcels. The main site is zoned C-2 Neighborhood Commercial, and the adjacent west parking lot is zoned RC Multi-family Residential. As part of this project, but as a separate submittal, the current RC Multi-family Residential parcel will be rezoned and combined with the C-2 Neighborhood Commercial parcel.

**Building:**

The proposed one-story addition is positioned on top of the existing lower level roof structure and is located on the south side of the existing building. The addition is approximately 3,000 square feet and includes a classroom, four individual offices, a staff workroom, and a conference room. The exterior design of the addition is consistent with the design and aesthetic of the adjacent reconstructed exterior walls. The exterior metal panels on the addition match the reconstructed exterior walls in material, color, and finish. The addition has a flat roof and has a similar horizontal ribbon window design that exists on the building today.

Except for the wellness center, the rest of first floor spaces, approximately 9,200 square feet, are planned to be heavily renovated as part of the project. The existing exterior walls will be demolished and reconstructed with new, energy efficient wall materials and windows. As mentioned above, the reconstructed exterior walls and the new addition exterior walls will match in material, color, and finish. Once completed, the renovated spaces on the first floor will include a vestibule with reception, individual offices, conference rooms, staff work areas, a District enrollment center, a break room, and support spaces.

Most of the work occurs on the first floor, but there are a couple proposed bid alternates that include work on the lower level. One alternate proposes minor interior demolition and renovation to create a staff work area. The second alternate proposes demolishing and replacing the existing exterior window system on the east and west walls (lower level) and repainting all exterior masonry walls (lower level).

The proposed project will increase the building population from approximately 21-23 people to 68 total staff – including wellness center staff – working in the building. This total number doesn't include visitors.

**Site Plan:**

The site plan remains largely the same and has been developed to accommodate the District office occupying a portion of the building. The building entry off West Lincoln Avenue will remain the primary entrance for the wellness clinic and serve as an employee-only entry for the District office. The building entry on the east side will serve as the primary entry for the District office and enrollment center. As part of the project, sidewalk and a ramp will be added, and the stair will be reconstructed to create an accessible path and entry condition. The existing parking lots and drives will remain, but the asphalt paving will be milled, resurfaced, and restriped as part of the project. The northwest parking lot will continue to be used by the wellness clinic and also accommodate District employees. The northeast parking lot will accommodate visitors to the District office and enrollment center, as well as District employees. Parking on the south and southwest parts of the site will accommodate District employees.

City of West Allis Vehicle Parking Requirements

Zoning Ordinance Subchapter 19-4, Section 19.44 Vehicle Parking, Table under item 2 for service uses: maximum of 3 (parking spaces) per 1,000 sq. ft. of gross floor area open to the public.

43,897 sq. ft. / 1,000 sq. ft. x 3 = 132 parking spaces maximum

Proposed site plan = 89 parking spaces

Based on the number of vehicle parking spaces allowed by zoning, the proposed quantity of parking spaces will be below the maximum for this building.



## Bicycle parking

### City of West Allis Bicycle Parking Requirements

Zoning Ordinance Subchapter 19-4, Section 19.44 Vehicle Parking, Table under item 3 for civic & institutional uses: minimum of 1 (bicycle parking space) per 10,000 sq. ft. of gross floor area, not to exceed 20 spaces.

43,897 sq. ft. / 10,000 sq. ft. = 4.39 or 5 bicycle parking spaces

Proposed site plan = 5 bicycle parking spaces

As part of the project the southeast driveway entry off West Hayes Avenue is proposed to be relocated to the west to better align with the existing loading dock for improved access for deliveries and safer alignment for trucks backing up. In addition, three gates are proposed to be added to the entry driveways in the northeast, southeast, and southwest to control traffic flow and prevent traffic from cutting through the site from West Lincoln Avenue to West Hayes Avenue, especially outside of business hours.

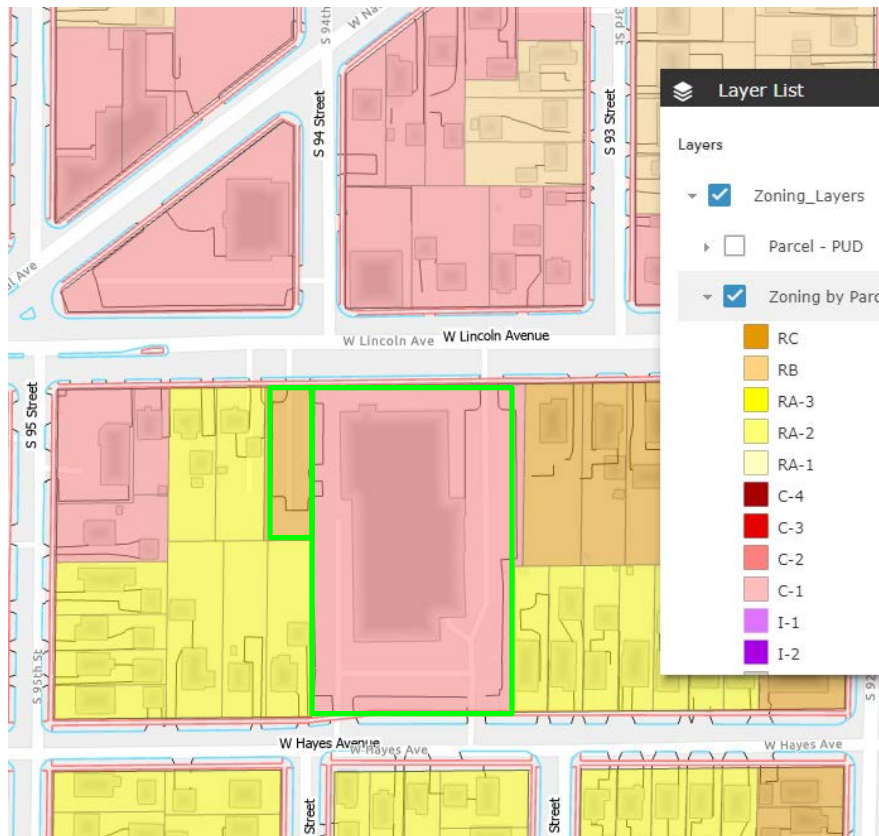
Storm water management will not be required as part of the project since we are not increasing impervious materials or disturbing the earth.

Existing exterior lighting to remain or to be replaced in kind if needed.

### **Schedule:**

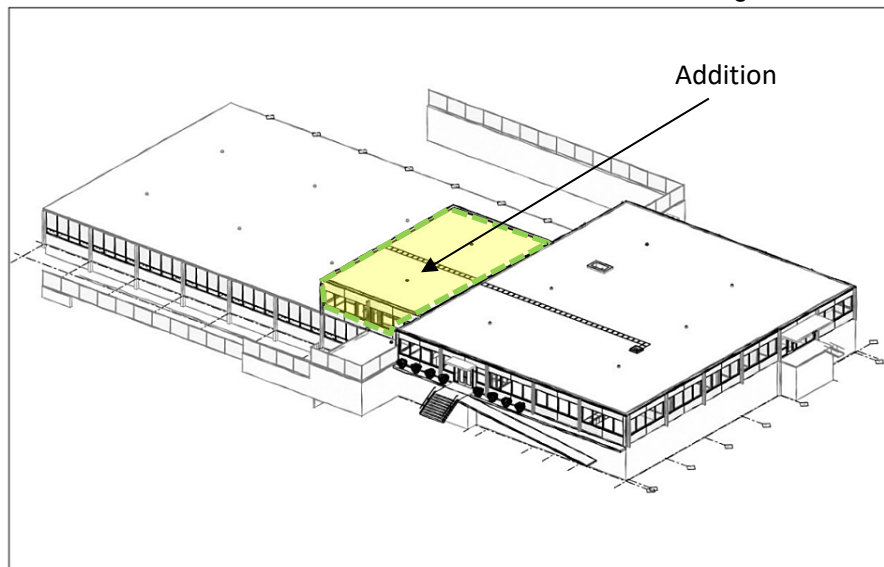
Design of the addition and renovation will continue through May 2023 with construction beginning in August 2023 and ending in April 2024. The projected owner move-in date is May 1, 2024.

## Existing zoning map



## Site, Landscaping and Architectural Plans

The location of the proposed addition is shown below. The overall exterior design of the new addition will be consistent with that of the rest of the building.



EXTERIOR RENDERING

The existing building's first floor will also be updated with a new curtain wall system (window replacements and adding new exterior metal wall panels).

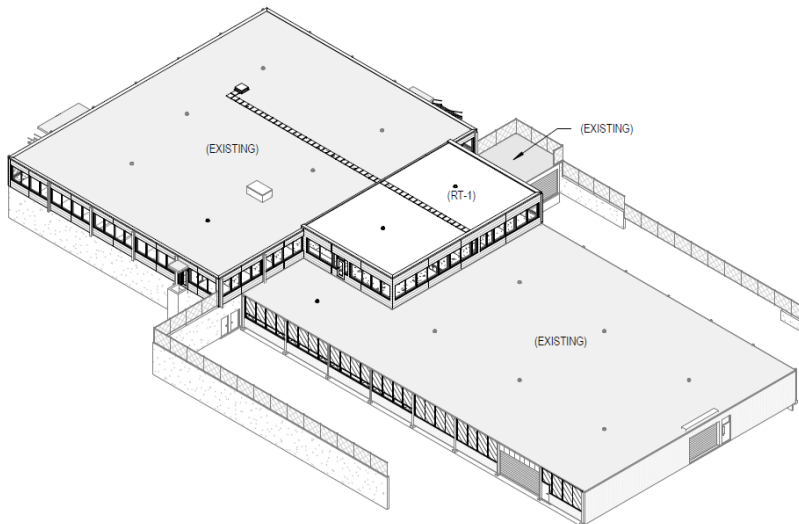


**6E** DEMOLITION PICTURES - FIRST FLOOR  
Scale: 3/8" = 1'-0"

The existing buildings lower-level area translucent panel windows will also be updated with a new variety. The general locations of the scope are shown below.



**6E** DEMOLITION PICTURES - LOWER LEVEL / ROOF  
A0.1 Scale: 3/8" = 1'-0"



**5D** 3D AXONOMETRIC ROOF (LOOKING NE)



STOREFRONT FRAME    EXISTING ROOF EDGE FASCIA

RFS-2 ROOF EDGE FASCIA  
COLOR TO MATCH EXISTING

NEW STOREFRONT FRAME(S)  
COLOR AND FINISH TO MATCH EXISTING DARK BRONZE ANODIZED STOREFRONT



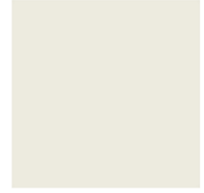
MWP-1 MORIN CORPORATION MATRIX MX-6 (OR SIMILAR) PROFILE PANEL  
BASIS OF DESIGN

ZINC GRAY (11 1/2" + 1/2" REVEAL = 12" OVERALL HEIGHT)



PT-S SW 7048 URBANE BRONZE

EXTERIOR STEEL COLUMNS (COLOR TO MATCH EXISTING ROOF EDGE FASCIA)



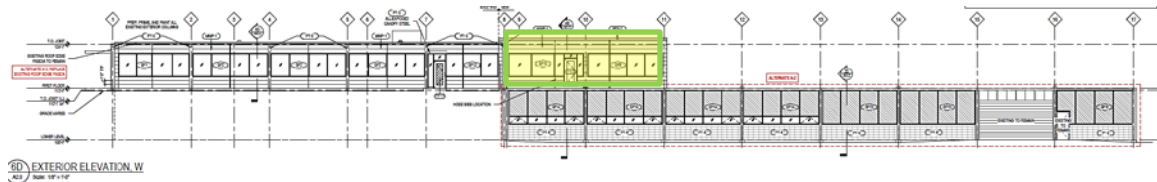
PT-6 SW7008 ALABASTER

EXTERIOR MASONRY WALLS

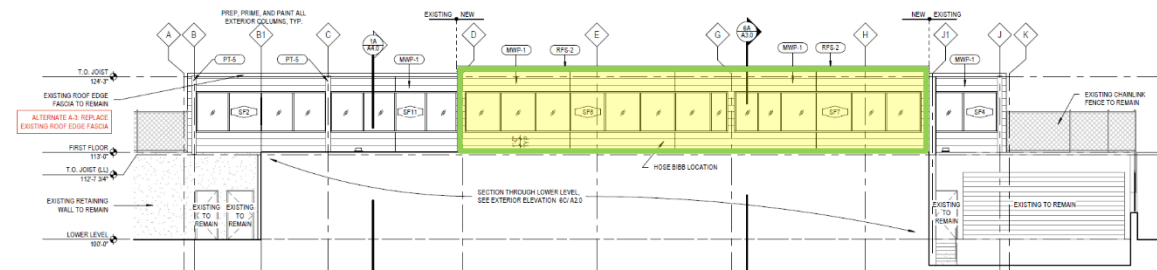
## EXTERIOR MATERIAL PALETTE



88 EXTERIOR ELEVATION E  
AZ 0 Scale: 1/8" = 1'-0"



90 EXTERIOR ELEVATION W  
AZ 0 Scale: 1/8" = 1'-0"



4C EXTERIOR ELEVATION S  
AZ 0 Scale: 1/8" = 1'-0"

### Site/Landscaping

The overall site is built into grade with the W. Lincoln Ave. side being higher and the grade falling off as you go south toward W. Hayes Ave. The property is double fronting, with access available via two driveways on W. Lincoln Ave. and two on W. Hayes Ave. (one of the two W. Lincoln Ave. driveways is dedicated to an upper parking lot on the west side of the building). The plans proposed to shift the SE Hayes Ave. driveway to the west for improved access for deliveries and backup alignment. Staff has recommended that the school district consider eliminating one of the two W. Hayes Ave. driveways.

The overall parking area will be improved by milling, resurfaced, and striped. A new landscaped island will be installed at one of the parking row endcaps on the east side of the building. A new accessible walkway will be added on the east side of the building. Three automated chain-link gates are proposed to restrict access into or through the site from W. Lincoln Ave. and W. Hayes Ave.

Staff is also recommending some additional landscaping being added on site, and for any gates to be ornamental fence instead of chain-link. The property abuts residential properties to the east and west, and a residential neighborhood to the south.

#### Storm water Management

A storm water management plan does not apply for this project as there is minimal disturbance to the existing surface. The new addition is being constructed above/within the existing building footprint and the pavement will be milled rather than completely removed and replaced. As noted in the landscaping plan, there is some reduction in impervious area on the south end of the site with the addition of a new landscaping island.

#### Off-street Parking

Existing buildings area: 40,897-sf  
Existing building with addition: 43,897-sf  
Parking = 89 stalls

#### W. Lincoln Ave. reconstruction

The City and WisDOT are in the process of designing an updated W. Lincoln Ave. between S. 93 St and S. 97 St.. The driveway design has been shared with our design consultant, GRAEF. The project will replace the underground water and sewer facilities along Lincoln as well as the concrete pavement, sidewalk and lighting. Engineering has been in contact with WAWM Schools to obtain a 7' strip of temporary easement along the front of this property. For information on the project you can go to the city website: [Lincoln Avenue Reconstruction Project | West Allis, WI - Official Website \(westalliswi.gov\)](http://www.lincolnavenewspaper.com)

#### **Design Guidelines**

The proposed project is considered a minor redevelopment. Compliance with the design guidelines is not mandatory, but the guidelines serve as a framework for review

See attached Plan Commission checklist.

**Recommendation:** Approval of the Site, Landscaping and Architectural Plans for CHR Hansen, an existing bio-science company, located at 9015 W. Maple St. and 1800 S 92 St., submitted by Thomas Rasmussen on behalf of CHR Hansen. (Tax Key No. 451-1006-000 and 451-1002-000), subject to the following conditions:

(Items 1 through 2 are required to be satisfied prior to any work being done that is associated with the proposal reviewed by Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping, and Architectural Plans being submitted to the Department of Development to show the following: (a) W. Lincoln Ave. driveways add perennial landscaping areas and show replacement tree variety at the entry points to the site; (b) W. Hayes St. yard consider consolidating to one driveway; (c) along W. Hayes Ave. additional tree and perennial landscaping is recommended between the off-street parking area and the sidewalk; (d) an alternate to chain-link entrance gates being provided in the revised plans. A more decorative/ornamental style is encouraged via [design review guidelines \(2cii\) & technical standards \(p18\)](#); (e) refuse screening location and 4-sided screening details – consider relocation of dumpsters to an area

either within or on west side of the building (f) window transparency details; (g) provide rooftop screening plan for the building (chiller and any other rtu's).

2. A [Street excavation permit](#) being applied for in OpenGov prior to work beginning. Any concrete work in the street right of way needs to be completed by a licensed and pre-qualified contractor within the City of West Allis.

(Remaining conditions of approval to be satisfied by the property owner within one year of Plan Commission approval)

3. A CSM and related rezoning of the NW parking lot property (rezoning from RC to C-2) staff will work with WAWM School District on a timeline for submittal.
4. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.

# PLAN COMMISSION CHECKLIST

1.

**Goal:**  
Context

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Neighbor	i. Street wall	<input type="checkbox"/>	
	ii. Scale	<input type="checkbox"/>	
	iii. Historic neighbors	<input type="checkbox"/>	
	iv. Connectivity	<input type="checkbox"/>	
b. Site	i. Orientation	<input type="checkbox"/>	
	ii. Unique features	<input type="checkbox"/>	
	iii. Historic elements	<input type="checkbox"/>	
	iv. Additions	<input type="checkbox"/>	

2.

**Goal:**  
Public Realm

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Active Ground Floor	i. Tall and clear ground floor	<input type="checkbox"/>	
	ii. Street edge	<input type="checkbox"/>	
	iii. Active uses	<input type="checkbox"/>	
	iv. No blank walls	<input type="checkbox"/>	
b. Build for People	i. Engaging spaces	<input type="checkbox"/>	
	ii. Accessible spaces	<input type="checkbox"/>	
	iii. Built-out site	<input type="checkbox"/>	
	iv. Pedestrian connections	<input type="checkbox"/>	
c. Mitigate Impacts	i. Vehicle parking	<input type="checkbox"/>	
	ii. Utilities and services	<input type="checkbox"/>	
	iii. Lighting	<input type="checkbox"/>	
	iv. Fencing	<input type="checkbox"/>	

3.

**Goal:**  
Quality

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Building	i. Quality materials	<input type="checkbox"/>	
	ii. Ground floor	<input type="checkbox"/>	
	iii. Exterior features	<input type="checkbox"/>	
	iv. Quality design	<input type="checkbox"/>	
b. Environment	i. Natural features	<input type="checkbox"/>	
	ii. Manage stormwater	<input type="checkbox"/>	
	iii. Reduce impervious surface	<input type="checkbox"/>	
	iv. Embody sustainability	<input type="checkbox"/>	



**STAFF REPORT**  
**WEST ALLIS PLAN COMMISSION**  
**Wednesday, April 26, 2023**  
**6:30 PM**

Watch: <https://www.youtube.com/user/westalliscitychannel>

**4. Site, Landscaping, and Architectural Design Review for West Allis Dental Office, a proposed Medical Clinic, at 8001 W. National Ave. (Tax Key No. 452-0703-001)**

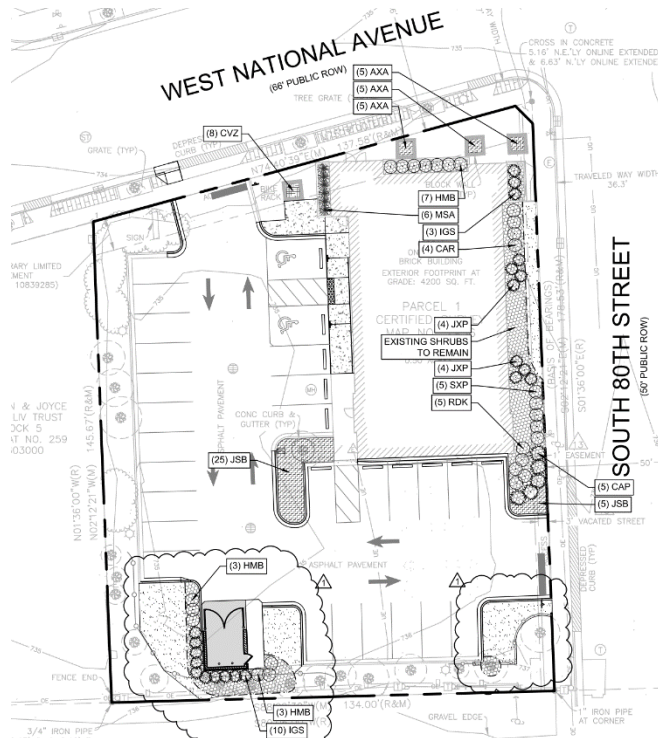
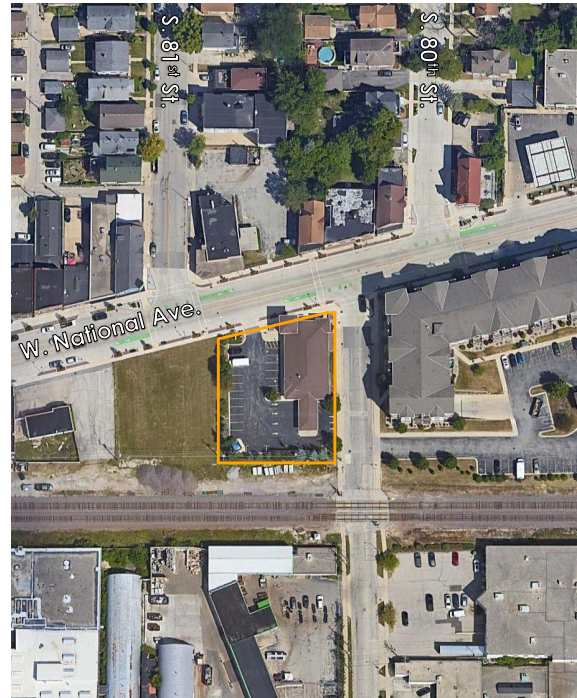
**Overview and Zoning**

8001 W. National Ave. is the former site of Pyramax Bank. The applicant is representing a group seeking to redevelop the property into a professional dental office. Construction is estimated to begin October or November and the estimated completion date is March 2024.

**Hours of Operation:**

5-6 days a week and 8-10 hours a day

8001 W. National Ave. is zoned C-2. Neighborhood Service is a Permitted Use in the C-2 zoning district.



**Site Plan**

The applicant is proposing several changes to the existing site. The drive-through canopy, ATM, and drop boxes will be removed and replaced with parking.

The applicant initially proposed increasing the number of vehicle parking stalls from 21 to 31 including a 2<sup>nd</sup> ADA stall. Staff recommended reducing the number of non-ADA stalls to accommodate without exceeding peak projected demand. The applicant agreed and adjusted the level of parking to 28 total stalls. Medical uses have no maximum parking requirements.



Additionally, the refuse enclosure will be removed and replaced in a slightly different position with design to match the building.

### Landscaping Plan

New plants will be added, primarily along the East property line, to complement the existing shrubs.

### Architectural Plan

The applicant is also proposing several building improvements. Proposed changes include replacing the shingle roof, updating signage, refreshing the exterior and modifying the tower.

The tower will be modified by infilling the former Pyramax sign element with nichiha finish. Additionally, the former drive-through window will be infilled with brick to match the existing exterior.



### **Design Guidelines**

The proposed project is considered a minor redevelopment. Compliance with the design guidelines is not mandatory, but the guidelines serve as a framework for review. Relevant guidelines include:

- 1biv. Additions: New addition infill will match existing.
- 2ai. No blank walls: Blank rear wall created due to removal of ATM and canopy but faces rear of property.
- 2cii. Utilities and Services: Improved refuse enclosure to match building, well-placed on rear of property.
- 2biii. Reduce Impervious Surface: Removal of Southern parking spots decreases impermeable surfaces on lot.

See attached Plan Commission checklist.

**Recommendation:** Approve the Site, Landscaping, and Architectural Design Review for West Allis Dental Office, a proposed Medical Clinic, at 8001 W. National Ave. (Tax Key No. 452-0703-001) subject to the following conditions:

1. Dead and missing plants be replanted in accordance with approved landscaping plans.
2. Any changes to driveway connections to public right-of-way require appropriate permits.

# PLAN COMMISSION CHECKLIST

1.

**Goal:**  
Context

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Neighbor	i. Street wall	<input type="checkbox"/>	
	ii. Scale	<input type="checkbox"/>	
	iii. Historic neighbors	<input type="checkbox"/>	
	iv. Connectivity	<input type="checkbox"/>	
b. Site	i. Orientation	<input type="checkbox"/>	
	ii. Unique features	<input type="checkbox"/>	
	iii. Historic elements	<input type="checkbox"/>	
	iv. Additions	<input type="checkbox"/>	

2.

**Goal:**  
Public Realm

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Active Ground Floor	i. Tall and clear ground floor	<input type="checkbox"/>	
	ii. Street edge	<input type="checkbox"/>	
	iii. Active uses	<input type="checkbox"/>	
	iv. No blank walls	<input type="checkbox"/>	
b. Build for People	i. Engaging spaces	<input type="checkbox"/>	
	ii. Accessible spaces	<input type="checkbox"/>	
	iii. Built-out site	<input type="checkbox"/>	
	iv. Pedestrian connections	<input type="checkbox"/>	
c. Mitigate Impacts	i. Vehicle parking	<input type="checkbox"/>	
	ii. Utilities and services	<input type="checkbox"/>	
	iii. Lighting	<input type="checkbox"/>	
	iv. Fencing	<input type="checkbox"/>	

3.

**Goal:**  
Quality

Objective	Criteria	<input checked="" type="checkbox"/>	Notes
a. Building	i. Quality materials	<input type="checkbox"/>	
	ii. Ground floor	<input type="checkbox"/>	
	iii. Exterior features	<input type="checkbox"/>	
	iv. Quality design	<input type="checkbox"/>	
b. Environment	i. Natural features	<input type="checkbox"/>	
	ii. Manage stormwater	<input type="checkbox"/>	
	iii. Reduce impervious surface	<input type="checkbox"/>	
	iv. Embody sustainability	<input type="checkbox"/>	



**STAFF REPORT**  
**WEST ALLIS PLAN COMMISSION**  
**Wednesday, April 26, 2023**  
**6:30 PM, Room 128**  
**West Allis City Hall**

Watch: <https://www.youtube.com/user/westalliscitychannel>

**5. Site, Landscaping, and Architectural plans for Culver's**

**Overview and Zoning**

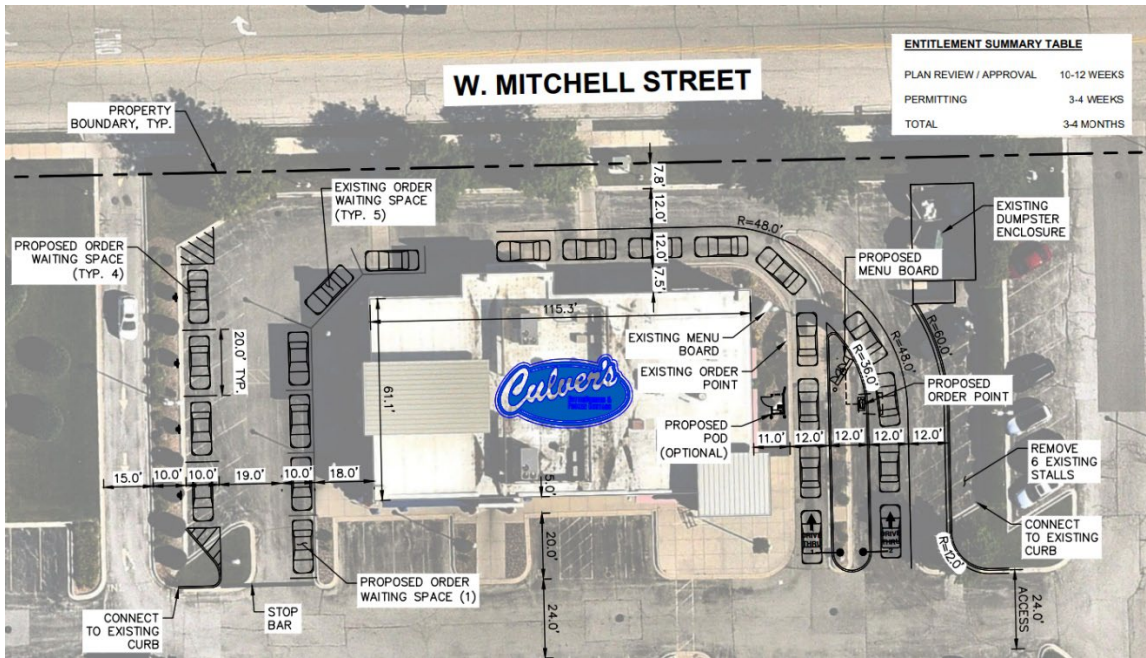
Currently, Culver's operates with a single drive-through. As a means to improve flow of operation and guest experience, the applicant is proposing an additional accessory drive-through lane. All services and operations at the restaurant will remain the same.

The property is Zoned C-3 and is part of a Planned Unit Development. Accessory drive-through service is a conditional use in the C-3 district. The property obtained a Conditional Use Permit for the drive-through service on June 7, 2005.

**Site Plan**

Changes to the site include modifications to existing islands to accommodate necessary signage and speakers, re-striping and minor curb alterations to facilitate flow for post-window order waiting, and a second drive-through lane directly east of the existing drive-through lane. The proposed changes will eliminate 10 total parking stalls on the site. 43 parking stalls are proposed for the site. Additionally, 5 order waiting spaces will be added on the western side of the lot bringing the total number of waiting spaces to 10. There are no other changes to the site proposed. There are no proposed changes to the existing landscaping on the site.





**Design Review Guidelines:**

Project is not considered a new development or significant redevelopment due to minimal proposed site changes. Design guidelines are not mandatory but serve as a framework for review.


See attached Plan Commission checklist.

**Recommendation:** Approve the Site, Landscaping, and Architectural plans for Culver's, and existing restaurant with drive-through service, at 1672 S. 108<sup>th</sup> St. (Tax Key No. 449-9981-011)

# PLAN COMMISSION CHECKLIST


1.

**Goal:**  
Context

Objective	Criteria		Notes
a. Neighbor	i. Street wall	<input type="radio"/>	
	ii. Scale	<input type="radio"/>	
	iii. Historic neighbors	<input type="radio"/>	
	iv. Connectivity	<input type="radio"/>	
b. Site	i. Orientation	<input type="radio"/>	
	ii. Unique features	<input type="radio"/>	
	iii. Historic elements	<input type="radio"/>	
	iv. Additions	<input type="radio"/>	


2.

**Goal:**  
Public Realm

Objective	Criteria		Notes
a. Active Ground Floor	i. Tall and clear ground floor	<input type="radio"/>	
	ii. Street edge	<input type="radio"/>	
	iii. Active uses	<input type="radio"/>	
	iv. No blank walls	<input type="radio"/>	
b. Build for People	i. Engaging spaces	<input type="radio"/>	
	ii. Accessible spaces	<input type="radio"/>	
	iii. Built-out site	<input type="radio"/>	
	iv. Pedestrian connections	<input type="radio"/>	
c. Mitigate Impacts	i. Vehicle parking	<input type="radio"/>	
	ii. Utilities and services	<input type="radio"/>	
	iii. Lighting	<input type="radio"/>	
	iv. Fencing	<input type="radio"/>	

3.

**Goal:**  
Quality

Objective	Criteria		Notes
a. Building	i. Quality materials	<input type="radio"/>	
	ii. Ground floor	<input type="radio"/>	
	iii. Exterior features	<input type="radio"/>	
	iv. Quality design	<input type="radio"/>	
b. Environment	i. Natural features	<input type="radio"/>	
	ii. Manage stormwater	<input type="radio"/>	
	iii. Reduce impervious surface	<input type="radio"/>	
	iv. Embody sustainability	<input type="radio"/>	



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6. **Certified Survey Map to combine the existing lots at 404 S. 116th St. and 4\*\* S. 116th St. into one lot of record (Tax Key Nos. 414-9992-015 & 414-9992-016).**

**Overview and Zoning**

Blast Cleaning Technologies (BCT) is a manufacturing company based in West Allis that designs, manufactures, and builds shot blasting equipment. BCT recently acquired 2 adjacent sites on S. 116th St. as part of their expansion.

Site, Landscaping and Architectural plans for the expansion were approved by Plan Commission in January. One condition of approval was to combine the 2 lots within 6 months.

404 S. 116th St. and 4\*\* S. 116th St. are zoned I-1. Light Industrial uses are a Limited Use in the I-1 district.

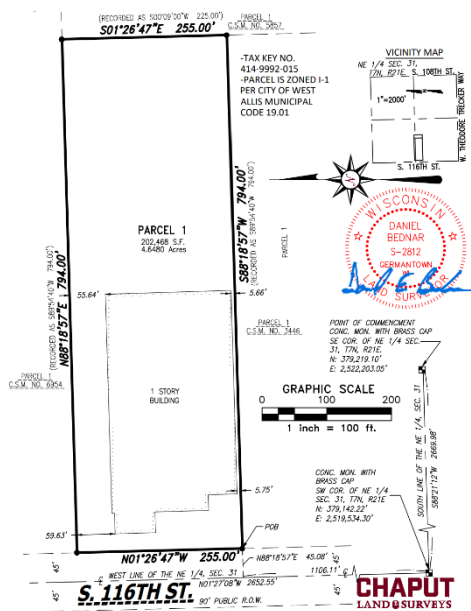


**CSM**

The proposed CSM combines the primary parcel and the rear parcel into 1 lot. This will support future plans for growth on the site.

**Recommendation:** Approve the Certified Survey Map to combine the existing lots at 404 S. 116th St. and 4\*\* S. 116th St. into one lot of record (Tax Key Nos. 414-9992-015 & 414-9992-016) subject to the following conditions:

1. Common Council approval.





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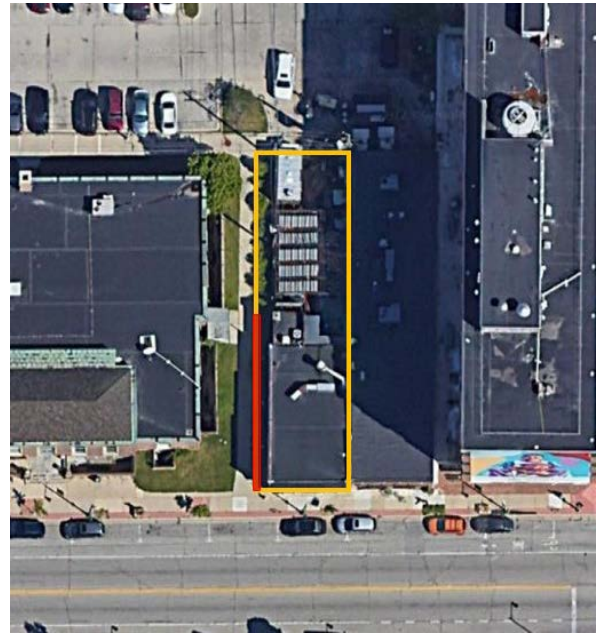
**7. Creative Signage Plan for McCoco's, an existing restaurant at 7420 W. Greenfield Ave. (Tax Key No. 440-0413-000)**

**Overview**

The owner of McCoco's, an existing restaurant, is applying for a Sign Plan Appeal to allow for an additional sign and mural on the west façade of the existing building. Proposed for the west façade is a 5' x 12' (60 sq. ft.) metal sign. Additionally, a full mural is proposed on the west façade of the building. The west wall of the building is constructed of masonry, currently painted black, with gooseneck light fixtures running along the wall.

A concept image of the proposed signage has been provided by the applicant. Shown on the concept plan is the palm tree sign on the southwest wall of the building, visible from Greenfield Ave. Shown on the palm tree is a depiction of the restaurant's name. Two birds are shown alongside the wall. It is unclear whether the applicant intends these birds to be within the proposed mural, or as signage applied to the wall. The concept image depicts colors on the signage. Any signs with electricity must be listed by a nationally recognized testing laboratory or be evaluated by a third-party engineer to be placed outside.

The applicant also provided a concept image of the proposed mural on the west façade. Shown on the mural is a tropical sunset to match the overall Caribbean theming of the existing restaurant. The applicant did not specify whether the mural will be painted or applied to the wall in a different method.







### **Creative Sign Requirements**

Creative Sign section 13.215(22)(c)(i) requires that signs shall conform with the following:

i. Design quality. The sign shall:

1. Constitute a substantial aesthetic improvement to the site and shall have a positive visual impact on the surrounding area.
2. Be of unique design, and exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit.
3. Provide strong graphic character through the imaginative use of graphics, color, texture, quality materials, scale, and proportion.

ii. Contextual criteria. The sign shall contain at least one of the following elements:

1. Classic historic design style;
2. Creative image reflecting current or historic character of the City;
3. Public art, symbols or imagery relating to the entertainment or design industry; or
4. Inventive representation of the use, name or logo of the structure or business.

iii. Architectural criteria. The sign shall:

1. Utilize and/or enhance the architectural elements of the building.
2. Be placed in a logical location in relation to the overall composition of the building's facade and not cover any key architectural features/details of the facade.

Based on the proposed design in relation to the above criteria, staff is in agreement with the applicant that these requirements have been met and believes a Creative Sign Plan should be approved. The sign features a creative way of advertising the business, provides a positive visual impact to the surrounding area and is located on a side wall so as to not cover architectural features of the building.

**Recommendation:** Recommend approval of the Creative Signage Plan for McCoco's, an existing restaurant, at 7420 W. Greenfield Ave., (Tax Key No. 440-0413-000), based on the sign's positive visual impact, unique design and imagination, strong graphic character, inventive representation of the business and logical placement, which comprehensively satisfy the

requirements of the City's Sign Code Creative Sign Subsection subject to the following conditions:

1. A revised Sign Plan being submitted to the Planning and Zoning Office to indicate the following:
  - a. Notation on the sign plan to indicate the total number of signs proposed on the west façade of the existing building.
  - b. Notation on the sign plan to indicate method of application for the proposed mural along with details including dimensions, timing of installation, and artist.
  - c. Notation on the sign plan to indicate electrification of the proposed signage. All signs with electricity must be listed by a nationally recognized testing laboratory or be evaluated by a third-party engineer to be located on the exterior.
2. Removal of the noncomplying "Open" sign on the entrance of the south façade before installation of any additional signage.



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**8. Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52\*\* W. Burnham St. (Tax Key No. 474-0002-001)**

**Overview and Zoning**

Burnham Business Center II is a proposed speculative industrial/office development by Jeff Hall of Colliers International. The project would closely resemble the existing Burnham Business Center I located immediately adjacent to the East in West Milwaukee.

The proposal includes 2 buildings of 85,000 and 60,000 sq. ft. (total of 145,000 sq. ft.). A construction schedule has not been set. No changes have been made from the initial submission. The project owner has not given a commitment regarding moving forward with civil/storm water and other design changes to the project team. The project team has shared the project might need to sit for a little while.

Hours of operation: tbd

52\*\* W. Burnham St. is zoned I-1. Light Industrial uses are a Limited Use in the I-1 district.

**Ownership Change**

With the recent purchase of the property by the Community Development Authority, the applicant no longer maintains a controlling interest in the property. Staff recommends tabling the application to preserve the record without taking action, as action by the Plan Commission is no longer necessary.

**Recommendation:** Table the Site, Landscaping, and Architectural Design Review for Burnham Business Center II, a proposed Light Industrial use, at 52\*\* W. Burnham St. (Tax Key No. 474-0002-001)





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4. **Extension of time for Site, Landscaping and Architectural Plans for Higgins Tower, an existing Light Industrial use, located at 6620 W. Mitchell St., submitted Katie Hampel, of Amundsen Davis LLC on behalf of Higgins Tower Service, Inc. (Tax Key No. 454-0254-002).**

**Overview and Zoning**

The Higgins property owner has not started improvements yet as they are awaiting an outcome relative to a land exchange (property interest changes including easement terminations and lot line reconfigurations). To date those negotiations, continue and the Higgins team has requested more time before commence the agreed/approved site improvements per the April 27, 2022 Plan Commission. City zoning ordinance requires that approved plans be implemented within one year. The requested extension of time will help prevent a lapse in approval. The property owners seek to maintain site access functions to their properties.

**April 2022 Plan Commission** – Below is a recap of last year’s approval. The staff is supportive of Plan Commission granting an extension of time to commence improvements.

Higgins Tower Service was approved last year for site improvements to their property at 6620 W. Mitchell St. The improvements are focused upon improving the parking lot/pavement areas on the south and west sides of the existing building. The pavement is deteriorating, and improvements will also help with site circulation. The proposal also includes some landscaping improvements on the south and west side of the site.

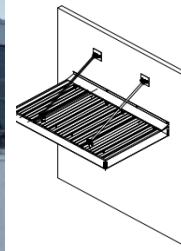
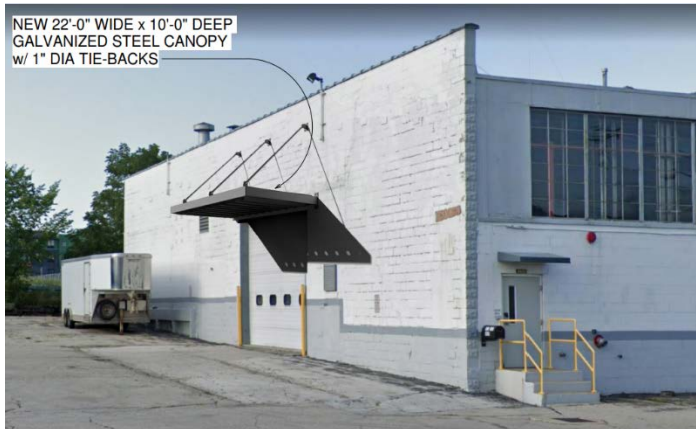
Zoning: I-1 Light manufacturing District.

**Recap of 2022 approved Architectural Improvements**

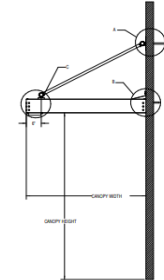
Exterior alternations include:

- New canopy overhang over west overhead door.
- Canopy will be a galvanized (gray) and will showcase materials Higgins uses in their business (tie backs, turn buckles, etc)

No new exterior lighting or additional signage is planned.



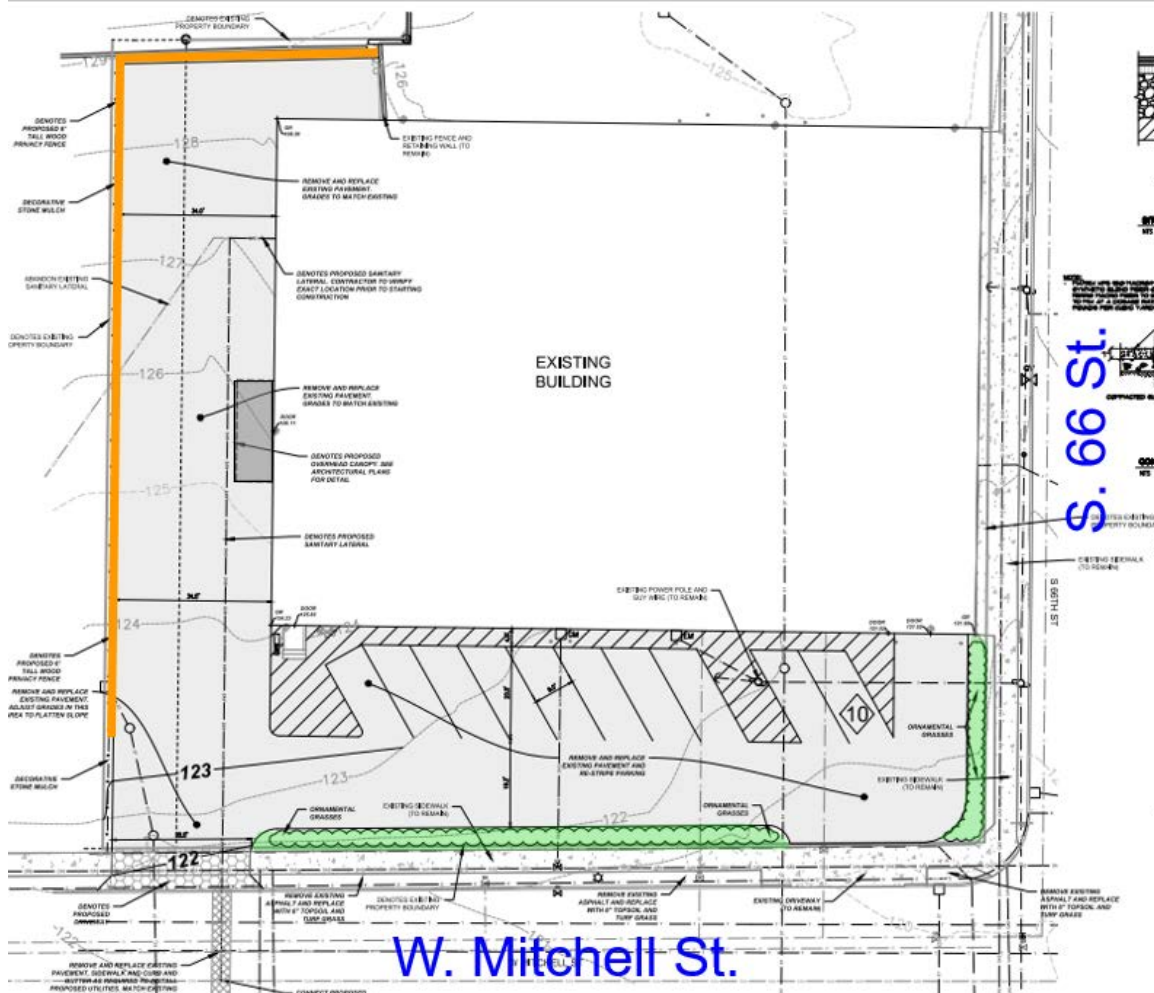
ISOMETRIC VIEW OF CANOPY



SECTION VIEW OF CANOPY

### Recap of 2022 approved Site and Landscaping Plan Improvements

Two landscaped areas (south end of the property) and a screen fence (west side) are planned. The site and landscaping plan submitted is shown below. Staff has highlighted the new fence location and landscaping areas. The canopy location over the west overhead door is also indicated. The pavement areas shown on plan south and west of the existing building will be removed and replaced with new with the same grade.





**Recommendation:** Approval of an extension of time to commence the Site, Landscaping and Architectural Plans for Higgins Tower, an existing Light Industrial use, located at 6620 W. Mitchell St., submitted by Ryan Spott, d/b/a Higgins Tower Service, Inc. (Tax Key No. 454-0254-002), subject to the following conditions:

(Items 1-3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. A revised Site, Landscaping and Architectural Plan being submitted to the Department of Development to show the following: (a) an updated landscaping and screening plan to include a wood fence on the east, S. 66 St. side, of the north storage yard; (b) scale landscaping plan information, dimensions and key referencing more diversity of species, number of plants, spacing and City Forester comments; (c) a construction detail of the proposed wood fence. For safety/visibility it's recommended that the proposed wood fence be setback from W. Mitchell St. property line at least 20-ft; (d) accessible ADA parking stall subject to staff review. Contact Steve Schaer, Manager of Planning and Zoning, at (414) 302-8466 with any questions.
2. Documentation and approval showing compliance with the City of West Allis Stormwater Management Ordinance, to be submitted to the Building Inspections and Neighborhood Services Department by a registered Civil Engineer. Contact Mike Romens, Building Inspector, at 414-302-8413.
3. Driveway permits being obtained through the City Engineering Department.
4. Compliance with Section 2814 of the City's Policy and Procedures Manual relative to that policy as it relates to the replacement and repair to City walkways of damaged or defective (if any) abutting sidewalk.



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**10. Ordinance to amend zoning code by adding electric vehicle charging, amending parking regulations, and making other edits, corrections, and clarifications.**

**Overview**

Since adopting the last minor zoning code updates October 18, 2022, Planning and Zoning staff have identified various items that require revisions to allow for better implementation to align with the goals of the overall zoning code.

**Minor Textual Changes:**

- **19.44:** Tweak language from “open to the public” to “not including warehousing/storage” or “floor area devoted to retail space/customer service.”
- **19.5:** Update all mentions of “PDD” (Planned Development District) to “PUD” (Planned Unit Development)

**Car Wash**

**Background:** One of the major goals of the Design Review Guidelines is to mitigate impacts that detract from the experience of the public realm. Planning and Zoning Staff have identified the Car Wash use as a use that may detract from these experiences.

Staff recommends removing Car Wash use as a permitted use in the C-3 District. The Car Wash use will remain a permitted use in the C-4 District where it aligns better to the existing uses and character of that commercial district.

**Proposed changes:**

- **19.32:** Remove Car Wash Service as an allowed use in C-3.

**Increased Number Threshold for Instruction/Training as a Conditional Use:**

**Background:** Currently, Instruction/Training(16 or more persons at one time) use requires a Conditional Use Permit. Staff have identified this number to be rather limiting for certain uses. The proposed change would allow for a less burdensome public process for business owners. Additionally, this may encourage the attraction of future businesses. Occupancy numbers would be properly maintained and regulated through the required building codes.

**Proposed Changes:**

- **19.32:** Increase the number threshold for Instruction/Training as a Conditional Use
  - Instruction/Training (30 or fewer persons at one time) = Permitted Use
  - Instruction/Training (31 or more persons at one time) = Conditional Use

**Food Production:**

**Background:** One goal of the May 6 update was to provide the ability for smaller restaurants, below 2,000 sq. ft., to be approved without going through the Conditional Use Permit process. Similar to the creation of the Restaurant (limited) use, staff identified a change that would improve how food production uses are regulated.

Currently, Food Production (limited) is a conditional use in every Commercial District and is a permitted use in both Industrial Districts. Smaller food production uses may be appropriate and desirable additions to commercial areas in the City. These may include but are not limited to small scale canning, pickling, ice cream making, and other similar food production operations. To better promote this use, staff recommends adding criteria for smaller scale food production as a limited use in Commercial Districts and a Permitted Use in Industrial Districts.

**Proposed changes:**

- **19.32:** Change name of Food Production (limited) to “Food Production”
- **19.32:** Add new use category “Food Production (limited)” as a Limited Use in Commercial Districts and a Permitted Use in Industrial Districts. Limited Use criteria to match those of Restaurant (limited)

**Electrical Vehicle Charging Stations:**

**Background:** The use of electric vehicles has been growing over the past years and is expected to grow further. Staff have identified updates to the Zoning Code to better regulate and accommodate for the growth of the electric vehicle market.

**Proposed Changes:**

- **19.35 & 19.36:** Add Electric Vehicle Charging Stations as an Accessory Use. Add criteria to “adhere to the accessible guidelines per ICC A117.1-2009”

**Accessory Dwelling Units:**

**Background:** One goal of the May 6 update was to allow for more housing density and a greater mix of residential housing types. This change would allow for benefits including more taxable value, increased population potential, etc. As a result, accessory dwelling units were created as a limited accessory use.

Currently, accessory dwelling units have a maximum building coverage of 50% of the principal building, not to exceed 700 sq. ft. Planning and Zoning staff are proposing for the maximum to be set to 50% of the principal building, not to exceed 800 sq. ft. The proposed maximum size will potentially encourage future construction of accessory dwelling units while having minimal impact on neighbors.

**Proposed Changes:**

- **19.42:** Adjust maximum ADU building coverage from 700 to 800 sq. ft.

**Bicycle Parking Design Standards:**

**Background:** The May 6 update created bicycle parking minimums in the Zoning Code. The adoption of this regulation promotes multimodal transportation options for residents. Currently, there are not design standards for bicycle parking.

Staff have identified a need to implement design guidelines for bicycle parking as a measure to further increase the promotion of multimodal transportation options. The regulation seeks to ensure quality design and support the use of bicycle racks in the City. Additionally, adopting this regulation will strengthen West Allis as a Bike Friendly Community.



**Proposed Changes:**

- **19.16:** Amend definitions of bicycle parking space to align with [APBP standards](#)
  - Bicycle Parking Space (indoor) = An area measuring at least 2 feet wide and 6 feet long located inside a building and properly designated for the parking of 1 bicycle
  - Bicycle Parking Space (outdoor) = An area measuring at least 2 feet wide and 6 feet long located outside a building that includes an anchored structure designed to allow 1 bicycle to be locked to it using common bicycle locks
- **19.44:** Add bike parking structure standards to align with [APBP standards](#).
  - Spaces Counted. The minimum number for outdoor bicycle parking spaces shall be computed by totaling all outdoor parking spaces located:
    - (1) On the lot within 50 feet of the main entrance of the principal building
    - (2) On the public right-of-way within 50 feet of the main entrance of the principal building.
    - (3) Adjacent to other outdoor bicycle parking spaces if at least one of those adjacent spaces is located within 50 feet of the main entrance of the principal building.
- **19.44:** Modify how indoor spaces minimum requirements are described, moving from table to new section.
  - Indoor Spaces. All dwellings of 5 or more units shall have at least 1 indoor bicycle parking space for every 5 units. Only indoor bicycle parking spaces that are accessible without using stairs shall count toward this minimum number. At least 1 indoor bicycle parking space shall have an electrical outlet within 2 feet.

**Vehicle Parking Standards:**

**Background:** The May 6 update created parking maximums as the standard for parking regulations. Currently, Restaurant uses have a maximum parking regulation of 40% of the building capacity. This standard has been an issue for staff to identify parking maximums early in the planning process. Staff proposes the regulation for Restaurants be based on the square footage of the building itself rather than occupancy. This will help to streamline site design processes in early planning stages.

Additionally, Medical uses are not listed in the parking table. Staff recommends adding a maximum parking requirement for Medical uses to ensure that an appropriate level of parking can be built without being detrimental to the development of the city. The proposed figure is based on the Institute of Transportation Engineer's Trip Generation Manual and was tested on various medical use properties in West Allis.

**Proposed Changes:**

- **19.44:** New standards for Restaurants: maximum of 1 per 150 sq. ft.
- **19.44:** New standards for Medical uses: maximum of 5 per 1,000 sq. ft.

**Recommendation:** Recommend approval of the Ordinance to amend zoning code by adding electric vehicle charging, amending parking regulations, and making other edits, corrections, and clarifications.



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**11. Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code and the 2040 Comprehensive Plan Future Land Use Map for properties along W. Burnham St.**

**Overview**

6400 W. Burnham St. is a historically industrial property that was rezoned to RB in accordance with the Comprehensive Plan several years ago. A couple purchased the property about a year ago under the impression that it could be used to store their contractor equipment. Upon learning this was not an allowed use in a residential district, the couple inquired about rezoning to I-1, which alders were not receptive to, and then looked at different options for the property.

After consulting with several architects about converting to permitted uses like residential or child care, the couple found the cost to convert (roughly \$300-400k) to be too much. The property has been sitting vacant in the meantime and their lease is almost up with their current location.

Once again, the couple approached the City and district alders to consider a rezoning. This time, alders were more receptive to considering some sort of rezoning, though not necessarily to I-1. Additionally, staff recommended considering land use changes for a broader area than just this individual property. In total, staff recommends 5 properties be considered for changes to both their future land use and zoning designations:



- 6400 W. Burnham St. (Tax Key No. 454-0359-000)
  - Vacant former industrial building in question
- 6330 W. Burnham St. (Tax Key No. 454-0389-000)
  - Optimum Coating (light industrial business)
- 63\*\* W. Burnham St. (Tax Key No. 454-0390-000)
  - Vacant lot
- 6316-20 W. Burnham St. (Tax Key No. 454-0391-001)
  - Devix Heating & Cooling (light industrial business)
- 19\*\* S. 64<sup>th</sup> St. (Tax Key No. 475-0008-000)
  - City-owned parcel, grass triangle formed by street with butterfly garden

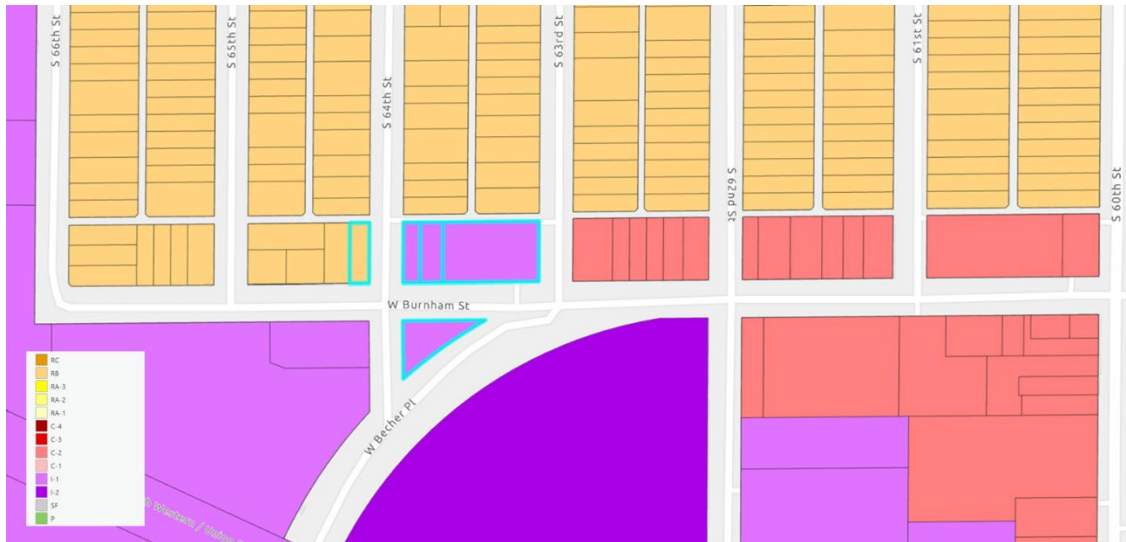
### Future Land Use

Presently, the city-owned parcel is designated Public and Semi Public while the other 4 properties under consideration are Low Density Residential.



### Zoning

Meanwhile, 6400 W. Burnham St. is zoned RB, while the other 4 properties under consideration are I-1.

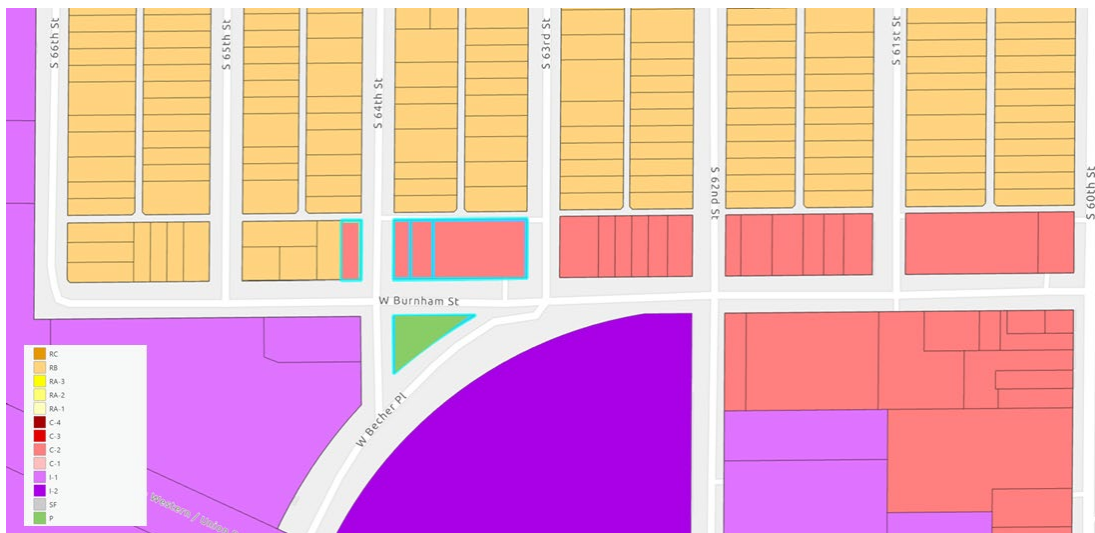


**Proposed: Option A**

This proposal would adjust the Future Land Use map so that the city-owned lot is designated as Public and Semi Public and zoned P-1 while the other 4 properties are designated Mixed Use and zoned C-2.



**Future Land Use**



**Zoning**

This option would align this portion of the corridor with the type of land use consistent with other properties on the North side of Burnham to the East. It would allow higher intensity uses than currently allowed on 6400 W. Burnham St., but would be more restrictive than currently allowed on the 6300 Block.

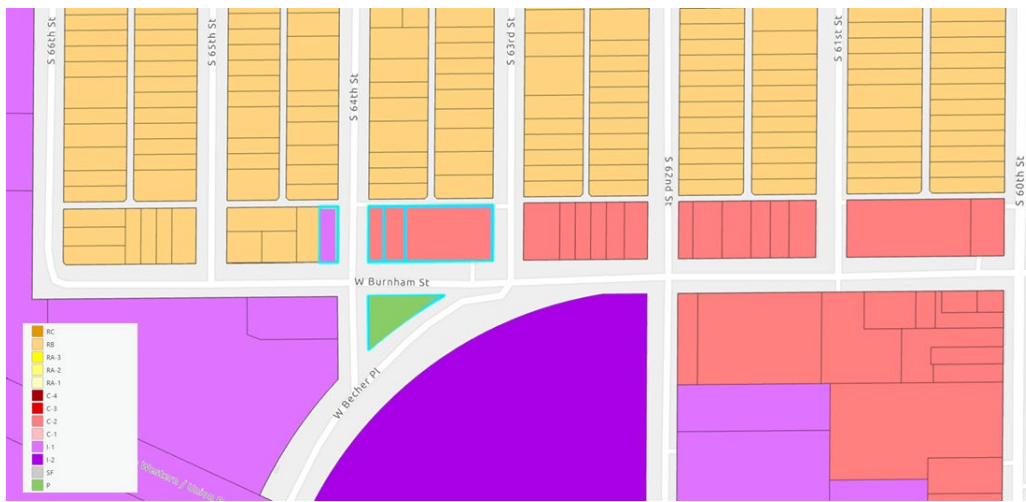
The couple would not be able to use 6400 W. Burnham St. for light industrial purposes. However, they could convert the building to an office with accessory storage (less than 50% floor area) as a permitted use under the C-2 zoning.

**Proposed: Option B**

This proposal would adjust the Future Land Use map so that the city-owned lot is designated as Public and Semi Public and zoned P-1, the 6400 W. Burnham St. lot is designated Industrial and zoned I-1, and the 6300 Block properties are designated Mixed Use and zoned C-2.



**Future Land Use**



**Zoning**

This option would significantly increase the intensity of uses allowed at 6400 W. Burnham St. It would give the couple more flexibility to run their contractor business to their full intent, without restrictions on the amount of floor area that could be dedicated to storage.

**Analysis**

The City sees the W. Burnham St. corridor as a strong candidate for redevelopment. This corridor has the potential to develop as a vibrant mix of neighborhood commercial and residential uses. The subject properties on the West end of the corridor are ripe for land use changes. Current light industrial and low-density residential development along the corridor are not well aligned with the future vision for development in the area.

Adjusting the Future Land Use designations and zoning are appropriate; however, Option A is more suitable than Option B. Light industrial zoning adjacent to low density residential is not complimentary and could be detrimental to the welfare of residential property owners and the enjoyment of their property.

**Recommendation:** Recommend approval of Option A for the Ordinance to Amend Section 19.01 of the West Allis Revised Municipal Code and the 2040 Comprehensive Plan Future Land Use Map for properties along W. Burnham St.